2012-2013 Undergraduate Catalog

BETHUNE-COOKMAN UNIVERSITY
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Daytona Beach, Florida 32114-3099
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www.bethune.cookman.edu

2012-2013 UNDERGRADUATE CATALOG

Bethune-Cookman University is accredited by
the Commission on Colleges of the Southern Association of Colleges and Schools
to award the Bachelor of Arts, Bachelor of Science and Master of Science degrees.
Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097
or call 404-679-4500 for questions about the accreditation of Bethune-Cookman University.

Also accredited by
Commission on Collegiate Nursing Education (BSN Program)
National League for Nursing Accrediting Commission, Inc.,
61 Broadway, 33rd Floor,
New York, NY, telephone: 212-363-5555
Accreditation Commission for Programs in Hospitality Administration
National Collegiate Athletic Association
Florida State Board of Nursing (approved)
Florida State Department of Education for Special Programs
National Council for Accreditation of Teacher Education
University Senate of the United Methodist Church

Affiliated with
American Association of Colleges of Nursing
American Association of Collegiate Registrars and Admissions Officers
American Association of Colleges for Teacher Education
American Assembly of Collegiate Schools of Business
American Association of Higher Education
American Council on Education
American Library Association
American Management Association
Association of American Colleges and Universities
Association of Church-Related Institutions of Higher Education
Association for Continuing Higher Education
Association for Computer Machinery
Association of Fundraising Professionals
Association of Governing Boards of Universities and Colleges
Association of Institutional Research
Central Florida Library Consortium (CFLC)
College Entrance Examination Board
Council for Advancement and Support of Education
Council for Christian Colleges & Universities
Council on Hotel, Restaurant and Institutional Education
Council of Independent Colleges
Florida Association of Colleges and Universities
Florida Association of Colleges of Nursing
Florida Association for Private College and University Admissions
Florida Association of Institutional Research
Florida Chamber of Commerce
Florida Council on Aging
Florida Department of Education, School of Colleges & Universities
Florida Library Network (FLIN)

CONTACTING THE UNIVERSITY

Address for all areas: Bethune-Cookman University
640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, Florida 32114-3099, USA
Campus Telephone Number: 386-481-2000
www.bethune.cookman.edu

DISCLAIMER

The Catalog of Bethune-Cookman University is, in effect, an agreement between the student and the University. It contains information concerning academic requirements as well as specific regulations of the University. Each student should familiarize himself with its provisions in order to prevent unnecessary uncertainty, difficulties, and delays that will impede progress toward graduation. While this catalog accurately reflects the programs, policies, and requirements of the institution at the time of printing, the University reserves the right to change or amend its contents in any way deemed necessary.

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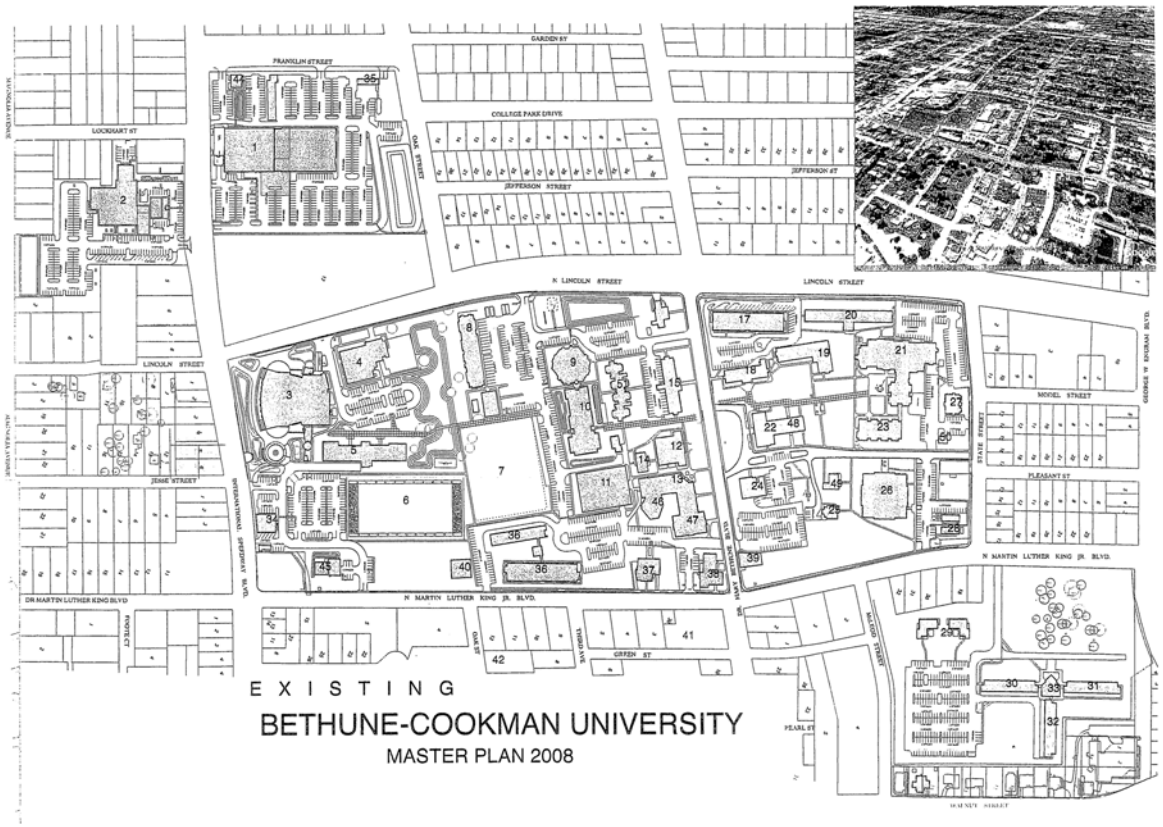
THE CAMPUS

Bethune-Cookman University is located in Daytona Beach (Volusia County), Florida, an Atlantic coast city with a metropolitan area population of 61,005 (2010 U.S. Census). The Atlantic Ocean is less than 2 miles from campus.

The 82.2-acre campus includes 63 administrative and academic buildings, technology centers, student residence halls, a student center, a health services center (Adams Infirmary), athletic facilities, and a performing arts auditorium. The physical address to the University is 640 Mary McLeod Bethune Boulevard, the site of the main administration building. The University is bounded by George W. Engram, Sr., Boulevard, Lincoln Street, International Speedway Boulevard, and Dr. Martin Luther King, Jr. Boulevard. There is easy access to business centers, churches, theaters, museums, recreational facilities, and bus and air terminals. Located within 100 miles of the city are many areas of interest including, Jacksonville, St. Augustine, and Orlando, Florida. The John F. Kennedy Space Center and Walt Disney World are also less than 2 hours from campus.



CAMPUS BUILDING MAP LEGEND

ACADEMIC & ADMINISTRATIVE	**BLDG #**
Alice G. Mickens Science Lecture Hall (SL)	46
Carl S. Swisher Library/LRC	26
Cookman Hall (CH)	15
Ernest C. Cook, Sr., Admissions & Financial Aid Bldg.	38
Faculty Development Center/Dr. Ann Taylor Green Trails Inn	16
Faith Hall (FA)	24
General Studies Bldg. (GS)	39
Gertrude Hotchkiss Heyn Memorial Chapel	48
Harrison Rhodes Hall	12
Helen Kottle Memorial Bldg. (K)	23
John O. Gross Science Hall (SH)	47
Judson-McPhillips Development Bldg.	37
Julia Robinson Memorial Music Hall (R)	9
Mary McLeod Bethune Fine Arts Center	4
L.Gale Lemerand Nursing Bldg.	2
Ranslow Hall (RH)	49
Rabie J. Gainous Science Building Annex	13
Wendell P. Holmes, Jr. Business Bldg.	5
White Hall Administration Bldg.	22
Center for Civic Engagement	1
Mary McLeod Bethune Performing Arts Center	3
Larry R. Handfield Music Building Annex	10
School of Graduate and Professional Studies	44
RESIDENCE HALLS	
Curtis Hall (Women)	18
JaFlo Davis Hall (Women)	20
LeFevre Hall (Men)	51
Living-Learning Center-Honors Dormitory	33
Marjorie Joyner Hall (Women)	17
Meigs Hall (Women)	19
Oswald P. Bronson, Sr., Residential Complex (Men)	36
STUDENT SERVICES	
Adams Alumni Infirmary	27
Charles C. Parlin Student Center	21
ATHLETIC FACILITIES	
Football Practice Field	6
Band Practice Field	7
Richard V. Moore Gymnasium	11
PHYSICAL PLANT	
Vera Friend Maintenance Building	8
Air Conditioning Unit (North)	50
Central Cooling Plant	45
NATIONAL HISTORICAL SITE	
Mary McLeod Bethune Foundation (Founder's Home and Gravesite)	25

BETHUNE-COOKMAN UNIVERSITY

ACADEMIC CALENDAR
2012 - 2013

FALL SEMESTER 2012

AUGUST

1	Deadline: Graduate School Admission Application
8	Residential Halls Open for First-Time Freshmen & New Students at 8AM
8-11	New Students Check-In
8-11	New F-1 Student SEVIS Registration
9-17	New Students Registration
12	President's Welcome to New Students and Parents
13	Faculty Report for Duty--Faculty Meeting
13	SAP Appeal Deadline
13-19	Orientation – New Students
16	Residential Halls Open for Returning Students at 8AM
16-18	On-line Registration for Returning Students
18	Weekend Classes Begin
18	8-Week Session I Begins
19-25	Welcome Week (Student Activities)
20	All Classes Begin/Late Registration
20	Classes Begin – Miller Center
20	Returning F-1 SEVIS Registration
23-25	Graduate School Residency Weekend/Late Registration
27	Last Day for Registration/Last Day to Add Classes
27	Last Day for 100% Tuition Refund (Room/Board Assessed)
27	Classes Begin – Professional Studies Certificated Programs

SEPTEMBER 2012

3	Labor Day Holiday
12	President’s Convocation
14	CENSUS DAY
19	Last Day to Drop Classes (8-week 1)
20	Deadline: Fall work Study Hiring/Interview Period (on-campus positions only)
28	Last Day to Withdraw from University (8-Week 1)
28	Deadline: Upcoming Year Student Teacher Internship Application, Spring 2013

OCTOBER 2012

3	Student Deadline: Last Day for Students to Remove “I’s” Earned Spring/Summer 2011-2012 Semesters
6	Mid-Term Examinations – Weekend Classes
6	8-Week Final Examinations (8 Week I)
8-12	Mid-Term Examinations-Miller Center
8-10	Mid-Term Examinations – Main Campus
10	Faculty Deadline: Submit Removal of “Is” to Registrar’s Office
11-12	Faculty In Service Days – Grading (No Classes)
16	Final Grades due in Computer (8-Week I)

19	Deadline: Applications for Spring 2013 Graduation – All Schools
19	Deadline: School of Nursing Application for Spring 2013
19	Last Day to Drop Classes (Full Fall Semester)
19-20	Graduate School Mid-Term Residency Weekend
20	Classes Begin (8-Week II)
23	Graduate School Forum, Grad. Seminar Rm, 6PM, PAC
24	Early Registration for Spring Semester Begins
24	Last Day for 100% Tuition Refund (8-WeekII)
24	Last Day to Register for 8-Week II
31	Return of Funds (Financial Aid)

NOVEMBER 2012

5	Tuition Remission Applications due (Human Resources)
9	Last Day to Clear Financial Obligations for Spring Semester 2013
9	Last Day to Withdraw from University
13	Deadline: Graduate School Admission for Spring 2013
13	Last Day to Drop Classes (8-Week-II)
17	Last Day to Withdraw from University (8-Week II)
19-21	Final Exams for Prospective Graduating Students
21	Thanksgiving Holidays Begin
26	Classes Resume
26	ALL Grades due for Prospective Graduating Students by 12Noon
26– Dec. 7	Graduate Theses Oral Defense
28	Deadline for Undergraduate Admission for Spring 2013
30	Tuition Remission Deadline, HR

DECEMBER 2012

3	Final Exams Study and Prep Day
3	Fall Undergrad Seniors Financial Aid Existing Counseling
3-7	Final Examinations - Miller Center
4-7	Final Examinations - Main Campus
7	Residential Halls Close for Christmas Holiday at 6:00PM
8	Final Examinations – Weekend Classes (also 8-Week II)
8	FALL COMMENCEMENT CEREMONY
10	Final Grades Due in Computer & Registrar's Office
14 thru Jan. 2	Christmas Holidays According to Work Responsibilities

SPRING SEMESTER 2013

JANUARY 2013

1	New Year's Day Observance
1	Start Free Application for Student Aid (FAFSA) www.fafsa.gov
3	Faculty/Staff Report to Work -- Faculty Meeting
9	New Student Check-In
9	Residential Halls Open for New Students (8:00 AM)
9	New F-1 Students SEVIS Registration
9-11	Orientation/Registration for New Students
10	Residential Halls Opens for Returning Students (8:00AM)

11	Online Registration for Returning Students
12	Weekend Classes Begin
12	8-Week I Session Begins
15	All Classes Begin/Late Registration
15	Classes Begin – Miller Center
17-19	Graduate School Residency Weekend/Late Registration
21	Martin Luther King, Jr. (Federal Holiday)
21	RA Selection Process Begins
22	Last Day for Registration/Last Day to Add Classes
22	Last Day for 100% Tuition Refund (Room & Board Assessed)
23	President's Convocation – Legacy Forum
28	Last Day to Drop Classes (8-Week I)
29	Application Deadline: Summer 2013 (No Ceremony) and Fall 2013 Graduation
30	Complete FAFSA Forms Online (www.fasfa.gov)

FEBRUARY 2013

4	F-1 Students Degree Audits & OPT Applications Due
6	Deadline: Upcoming Year Student Teacher Application for Fall 2013
6	Residential Hall Room Selection Information
15	CENSUS DAY
15	Deadline: Spring Work Study Hiring/Interview Period
16	Last Day to Withdraw from University (8-Week 1)
23	Final Exams (8-Week I)
28	Returning RA Application Due

MARCH 2013

1-2	Graduate School Mid-Term Residency Weekend
2	Mid-Term Examinations – Weekend Classes
4-8	Mid-Term Examinations – Miller Center
6	Student Deadline: Last Day for Students to Remove "I" Earned Fall 2013
7-8	Mid-Term Examinations – Main Campus
8	Residential Halls Close for Spring Break at 6:00PM
8	Final grades due in Computer (8 Week I)
8-17	BIKE WEEK
9	8-Week Session II Begins
11-15	SPRING VACATION
13	Last Day to Register for 8-Week II
13	Last Day for 100% Tuition Refund (8-Week II)
15	Priority Free Application for Student Aid –www/fafsa.gov
15	New Student Financial Aid Awarding
17	Residential Halls Open at 8:00AM
18	Classes Resume
18	Early Fall/Summer Registration Begins
18-22	Housing Room Deposit Week
18	Faculty Deadline: Faculty Submit Removal of "I" Grade Forms to Registrar's Office
22	Last Day to Drop Classes (Full Spring Semester)
22	RA Hiring Decisions Made
25	Last Day to Drop 8-Week II
29	Good Friday

30	Residential Hall Room Selection Process for Fall 2013
31	EASTER

APRIL 2013

1	Summer Financial Aid Applications due (Financial Aid office)
1	Financial Aid Summer Applications Accepted
8-19	Graduate School Theses Defense
11	Teacher Recruitment Fair, SOE, PRD, 9AM
12	Last Day to Clear Financial Obligations for Summer Session A
12	Deadline: Graduate School Admission Application for Summer
19	Last Day to Withdraw from University – Spring Semester
22-24	Examinations for Graduating Seniors (Undergrads)
26	ALL Grades Due for Prospective Graduating Students by 12Noon
30	Submission of Catalog Updates
30	Tuition Remission Program Deadline, HR

MAY 2013

1	Financial Aid Summer Applications Accepted
2	Deadline: Application to School of Nursing for Fall 2013
3	Deadline: Academic Merit Award Applications in Office of Academic Affairs
4	Final Examinations for 8-Week II
4	Final Examinations Weekend Classes
6	Final Exam Study and Prep Day
6-10	Final Examinations – Miller Center
7-9	Final Examinations - Main Campus
10	Residential Halls Close for Non-Graduates @6:00 PM
11	SPRING COMMENCEMENT CEREMONY
11	Residential Halls Close at 6 PM for Graduates
13	Final Grades Due in Computer & Registrar's Office – Undergraduates

SUMMER 2013

MAY 2013

19	Residential Halls Open @8:00AM for Summer Session A
20	Registration Summer Session A
20	Returning Students Financial Aid Awarding
20	Summer Classes A Begin – Miller Center
21	Classes Begin/Late Registration for Summer Session A
23-25	Graduate Residency Weekend - Late Registration
24	Last Day for Registration/Last Day to Add Classes
24	Last Day for 100% Tuition Refund (Room & Board Assessed)
24	Last Day to Withdraw from University – Summer A
25	Weekend Classes Begin
27	Memorial Day Holiday

JUNE 2013

7	Last Day to Drop Classes (Summer A)
7	Last Day to Clear Financial Obligations for Summer Session B
10-13	Mid-Term Examinations – Miller Center (Summer Session A)
15	Mid-Term Examinations – Weekend Classes
20	Final Examinations – Main Campus
20	Last Day for Summer Session A
21	Residential Halls Close, 6:00 PM
24	Final Grades Due in Computer & Registrar's Office for Session A
25	Online Registration for Summer Session BSSBP Begins
25	Residence Halls Open @8AM - SSBP
26	Classes Begin for Summer Session B/SSBP
28	Last Day for Registration/ Last Day to Add Classes Summer B
28	Last Day for 100% Tuition Refund (Room & Board Assessed)
29	Deadline to Submit Room Reservations Fee for 2013-2014
30	Last Day to Clear Financial obligations for Fall Semester 2013

JULY 2013

1-12	Graduate School Theses Defense
4	Independence Day
8-11	Final Examinations – Miller Center
8	Last Day to Drop Classes (Summer B)
8	Last Day to Withdraw from University (Summer B)
8-9	Graduate School Mid-Term Residency Weekend – Returning Students
9	Deadline: Undergraduate Admission Applications for Fall 2013-14
12	Summer Class A Ends – Miller Center
13	Founder's Birthday Observance
13	Final Examinations – Weekend Classes
14	Deadline to Submit Room Designation for Fall 2013- Returning Students
26	Last Day for Summer Session B
26	Final Examinations for Summer Session B
26	Final Examinations for Graduate Courses
26	Residence Halls Close @6PM
26	Deadline: Graduate School Admission Application for Fall 2013
29	Grades due in Computer & Registrar's Office for Session B
29	Summer Graduating Seniors Exit Counseling Due

Updated: October 2, 2012

*Note: Calendar dates are subject to change.

The Bethune-Cookman University Undergraduate Catalog

The Bethune-Cookman University Undergraduate Catalog provides current information concerning academic programs, policies, procedures, and requirements pertinent to satisfying requirements for a degree and graduation from the University. The Course Offerings Schedule, which announces courses offered each semester and summer sessions, is based on vertical curricula in this catalog. The University reserves the right to change this publication, including Major Area and/or University-wide Graduation Requirements. Information regarding changes in the University catalog will be readily available in the offices of the Provost, Academic School Deans, Department Chairs, and Office Directors. Such changes will supersede those here and, while every effort will be made to communicate such changes as widely as possible, no direct notice to individual students should be expected. The University uses its internet-based webmail program as the primary vehicle for communicating with enrolled students. Therefore, each student will want to activate his or her web address and login daily.

To graduate from the University, the student is responsible for completing both the University-wide general education program and major content area requirements. In addition, each student must write and defend a senior thesis and pass a comprehensive exit exam or project. Faculty members are responsible for providing instruction and advisement to assist students in successfully completing all requirements leading to graduation.

Academic programs and requirements for students enrolled in the master's degree program(s) at Bethune-Cookman University will be printed in the graduate catalog available through the School of Graduate Studies.

GENERAL INFORMATION

B-CU Administration Building White Hall

History of the University

The year was 1904 when a very determined young black woman, Mary McLeod Bethune, opened the Daytona Educational and Industrial Training School for Negro Girls. It underwent several stages of growth and development through the years. As a result of a merger with Cookman Institute of Jacksonville, Florida, it became a co-ed high school in 1923. A year later, the school became affiliated with the United Methodist Church, evolved into a junior college by 1931, and became known as Bethune-Cookman College.

In 1941, the Florida State Department of Education approved a 4-year baccalaureate program offering liberal arts and teacher education. Mrs. Bethune retired in 1942 at which time Dr. James E. Colston served as president until 1946 when Mrs. Bethune resumed the presidency for one additional year.

Dr. Richard V. Moore, Sr., became Bethune-Cookman's president in 1947. Under his tenure the College received its accreditation from the Southern Association of Colleges and Schools (SACS) and in 1970 joined the United Negro College Fund and other academic and professional organizations. The curriculum expanded, student enrollment increased, and new buildings were constructed for residential housing and classrooms.

Dr. Oswald P. Bronson, Sr., an alumnus of the College, served as its fourth president from 1975 to 2004. Increased student enrollment during his tenure led to the College's continuous development and expansion. A rapidly increasing student enrollment resulted in the construction of more student housing and classroom buildings. Major fields of study increased from 12 in 1974 to 37 by 2003, and seven continuing education centers were operated throughout the state. In addition to maintaining its accreditations with SACS, the Florida State Board of Education, and the United Methodist Church Board of Higher Education, the College added new accreditations for its Nursing and its Teacher Education programs.

Dr. Trudie Kibbe Reed served as the College's fifth president from 2004 to 2012. Dr. Reed is the first woman to serve as president of Bethune-Cookman since Dr. Bethune. Under the leadership of President Reed, the International Institute for Civic Participation and Social Responsibility was launched in January 2005 as a way to expand student learning about citizenship and leadership development. Under her tenure the College became a University in 2007. Campus improvements included the Rev. Eugene Zimmerman and Alexis Pugh Student Scholarship Houses, L.Gale Lemerand School of Nursing, Michael & Libby Johnson Center for Civic Engagement, Odessa Chambliss Wellness Center, and Lee E. Rhyant Residential Life Center.

In the summer of 2012, the Board of Trustees appointed Dr. Edison O. Jackson as interim President. He has made a strong commitment to the prominence of the Academic Enterprise.

Many alumni are employed in the fields of education, healthcare, business, politics, government, science, religion, athletics, environmental sciences, and research. Since 1943, Bethune-Cookman has graduated more than 15,000 students who have continued to provide support to their alma mater.

The statue of Dr. Mary McLeod Bethune is located in the Centennial Gardens on the campus of Bethune-Cookman University.

Dr. Mary McLeod Bethune (1875-1955)
Founder and President (1904-1942; 1946-1947)

Last Will and Testament

Dr. Mary McLeod Bethune left a heritage in the college she founded. She also left her Last Will and Testament, an everlasting and priceless document of challenge, hope, and responsibility for African-Americans and other people, which states the following:

"...I leave you love. Love builds. It is positive and helpful. It is more beneficial than hate.

...I leave you hope. The Negroes' growth will be great in the years to come. Theirs will be a better world. This I believe with all my heart.

...I leave you the challenge of developing confidence in one another. As long as Negroes are hemmed into racial blocks by prejudice and pressure, it will be necessary for them to band together for economic betterment.

...I leave you a thirst for education. Knowledge is the prime need of the hour. If we continue in this trend, we will be able to rear increasing numbers of strong, purposeful men and women, equipped with vision, mental clarity, health and education.

...I leave you a respect for the uses of power. We live in a world, which respects power above all things. Power, intelligently directed, can lead to more freedom.

...I leave you faith. Faith is the first factor in a life devoted to service. Without faith, nothing is possible. With it, nothing is impossible.

...I leave you racial dignity. I want Negroes to maintain their human dignity at all costs. We, as Negroes, must recognize that we are the custodians as well as the heirs of a great civilization.

...I leave you a desire to live harmoniously with our fellow men. The problem of color is world-wide. It is found in Africa, Asia, Europe and South America. I appeal to American Negroes - North, South, East and West - to recognize their common problems and unite to solve them.

...I leave you finally a responsibility to our young people. The world around us really belongs to youth, for youth will take over its future management. Our children must never lose their zeal for building a better world.

...If I have a legacy to leave my people, it is my philosophy of living and serving. As I face tomorrow, I am content, for I think I have spent my life well. I pray now that my philosophy may be helpful to those who share my vision of a world of Peace, Progress, Brotherhood and Love."

The Mary McLeod Bethune Home
"The Foundation"
A National Historic Landmark

Built in 1905, the Mary McLeod Bethune home is where Dr. Bethune lived and conducted much of the official business of the college she founded in 1904. The grounds of Dr. Bethune's home are also the location of her final resting place. A memorial gravesite and garden are located in close proximity to her home. The home was designated a National Historic Landmark by the National Park Service of the U.S. Department of the Interior in 1975. On July 10, 1977, her 102nd birthday, a second marker was erected at the home by the Association for the Study of Afro-American Life and History, in cooperation with the Amoco Foundation. The site is also the 94th United Methodist Historic Site. The home currently serves as a museum and is visited by public and private school students, as well as, Native Floridians and national and international tourists. Visitors capture just a bit of the greatness of this remarkable woman and receive inspiration from the legacy that Dr. Bethune willed to the American public.

The Bethune Home

Bethune-Cookman University Vision and Mission

Vision: Students will graduate from Bethune-Cookman University with an appreciation of human differences and commonalities, along with an integrated sense of identity and civic responsibility that prepares them to live successfully within a multicultural and global community.

Mission: The mission is to serve in the Christian tradition the diverse educational, social, and cultural needs of its students and to develop in them the desire and capacity for continuous intellectual and professional growth, leadership, and service to others.

Approved by Board of Trustees, March 2008

Core Values

Members of the Bethune-Cookman University Family draw motivation and direction from six strongly held principles. These principles guide the manner in which we treat each other and those we serve.

1. **Christian Mission.** We exist to serve the needs of our communities and incorporate Christian values at every level of service.
2. **High Ethical Standards.** We conduct our business with integrity, honesty, and fairness. As responsible stewards, we use our financial resources wisely by choosing business practices which are cost-effective, productive, and which result in a fair return on our investment.
3. **Quality and Service Excellence.** We strive to meet or exceed both the service standards of the education industry and the expectations of the students we serve. We measure our success by continuously surveying student satisfaction.
4. **Compassion.** We are sensitive to the needs of the individuals and families we serve and meet their needs with kindness and empathy.
5. **Focus on Community.** We commit time, talent, and financial support to involve and educate students and our fellow citizens on the principles of civic engagement and social responsibility. Examples are the Town Hall Forums which are held year around and meetings with stakeholder groups, (i.e. church, community, businesses, political leaders, alumni, parents, etc.).
6. **Cultural Diversity.** We value the diversity of our students, employees, business colleagues, and visitors. And we treat them with kindness and respect, regardless of race, religion, creed or culture.

UNIVERSITY STATEMENT ON ETHICS AND VALUES

Bethune-Cookman University seeks to develop graduates who are honorable and democratic citizens capable of making worthwhile contributions to society. The University expects its students to uphold the highest moral and ethical standards by practicing self-discipline. Students are held accountable for their behavior. The University believes that commitment, perseverance, and high regard for the value and quality of work should be demonstrated with pride as tasks are completed with accuracy and timeliness. Bethune-Cookman University further affirms that students should respect the environment, including the University's grounds, buildings, and all other property.

Bethune-Cookman University seeks to develop graduates who demonstrate academic excellence. Graduates are expected to show competence in their careers and vocations by mastering verbal and written communication skills, research techniques, and aggressively pursuing knowledge in their major areas of study. Bethune-Cookman University believes that its graduates are individuals who will enter the future full of confidence and self-esteem.

Human Worth and Dignity

Based on the premise that all human beings are worthy of respect, honor, and dignity, Bethune-Cookman University is a proponent of the concept of human worth that is deeply embodied in its founding and purpose. In communicating this fundamental belief, the University seeks to define those characteristics that reflect honesty, tolerance, and genuine sincerity in all phases of human relations. The University strives to instill within each student the value of human worth and to show justice, compassion, and equality towards all.

Spiritual Growth and Development

Bethune-Cookman University, founded in the Christian tradition, strives to facilitate spiritual growth by nurturing a continuous understanding and appreciation of the ecumenical tradition and heritage of the institution. The study and acceptance of other religious cultures is demonstrated with tolerance, understanding, and love toward others. Students will be able to make wholesome decisions for themselves and important contributions to their communities.

(Approved by Bethune-Cookman University Board of Trustees, October 16, 1992)

INSTITUTIONAL STUDENT LEARNING OUTCOMES

As a transformative leader, the graduate will possess:

1. **Complex cognitive skills**
   The graduate actively engages in critical reflection based on analysis, synthesis, and evaluation of experiences that promote positive transformation in fellow human beings.

2. **Practical knowledge and competency**

   When applying discipline-specific principles, the student will discriminate among possible solutions, selecting and supporting those that take into consideration societal impact (e.g., the health, safety, and empowerment of others).

   - Graduates will demonstrate an awareness of the historical development of cultures and societies. (History, Social Sciences)
   - Graduates will perform, interpret, analyze or, otherwise, demonstrate appreciation of musical, visual, literary, and/or other works of art. (Fine Arts)
   - When performing communication tasks, graduates will provide content that is factually correct, supported with evidence, explained with sufficient details and, if written, properly documented with a minimum of errors in spelling, punctuation, grammar, and usage. (English, Communication)
   - When applying the principles of mathematics, science, and/or engineering, the graduate will propose and evaluate a solution to a problem. (Sciences)
   - When assigned to teams, graduates will share responsibilities, analyze ideas, discern feasible solutions, build a consensus, and develop a strategy for action and the evaluation of action. (Leadership)
   - Using technology, graduates will demonstrate competency in functioning efficiently and effectively in the management of information for problem-solving. (Technology)

3. **An appreciation of human differences and commonalities**

   The graduate actively discriminates among positions, selecting and supporting those that empower fellow human beings. Across the curriculum, the student will demonstrate sensitivity and respect for human differences and commonalities in the various domains in which they occur including, but not limited to, differences by age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, and socio-economic status.

4. **An integrated sense of identity and civic responsibility**

   The graduate actively defends positions that move global society in a direction that promotes self-worth, self-directed lifelong learning, social justice, and civic engagement. The graduate will demonstrate a passion for lifelong learning fostered by a holistic view of self-worth and the capacity to be a self-directed learner. When assigned to teams, graduates will share responsibility, analyze ideas, discern feasible solutions, build a consensus, and develop strategies for action and evaluation in defense of positions that move self and the global society in a direction that promotes social justice and civic responsibility.

EQUAL EMPLOYMENT AND EDUCATIONAL OPPORTUNITIES

Bethune-Cookman University is committed to the principles of equal employment opportunity in all phases of the employment relationship, including advertising, hiring, compensation and other terms and conditions of employment without regard to race, color, religion, sex, national origin, age, disability, veteran's status, or marital status. The University is also committed to the principles of nondiscrimination in its educational programs and activities. No person shall, on the basis of race, color, religion, national origin, marital status, age, disability or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program or activity of the University. Any employee or student who has a complaint regarding the University's compliance with these standards should contact the Office of Regulatory and Legal Affairs in the Department of Human Resources Management.

Sexual Harassment

Statement of Policy

Bethune-Cookman University is committed to maintaining an educational and working environment free from sexual harassment and sexual violence. Sexual harassment or sexual violence by any employee or student is prohibited and will not be tolerated. Persons violating this policy will be subject to disciplinary action which may include, but is not be limited to, written warning, demotion, transfer, suspension, expulsion, dismissal, or termination.

No employee or student shall sexually harass or commit sexual violence against another employee or student, nor shall any employee or student sexually harass or commit sexual violence against any person with whom they have contact in connection with their employment or academic pursuits. No employee or student shall threaten another current or prospective employee or student by stating, suggesting or otherwise indicating that said individual's refusal to submit to sexual advances will result in an adverse job or academic action. No employee or student shall promise a current or prospective faculty, staff or student any benefit in return for submission to sexual advances or granting sexual favors. Any employment or academic decisions which carry out such threats or promises are likewise prohibited.

THE DIVISION OF ENROLLMENT MANAGEMENT AND STUDENT DEVELOPMENT

The Division of Enrollment Management & Student Development is committed to the University's Vision and Strategic Plan. As such, the Division of Enrollment Management & Student Development works diligently to provide a warm and comfortable living and learning environment for the University's students. The Division of Enrollment Management & Student Development is dedicated to creating a "home away from home" while it provides oversight and supervision for students living in the University's nine residence halls, two scholarship houses, and three leadership houses. In addition, the Division of Enrollment Management & Student Development supervises student organizations and social activities.

The holistic development (academically, personally and spiritually) of all Bethune-Cookman students is of paramount importance and is facilitated through the goals, objectives, programs, and activities of the sector's primary departments. These units/departments are Dean of Students, Residence Life, Student Involvement, Orientation & Leadership, Student Activities, Multicultural & International Services, Career Services, Student Health Services, Counseling Services, Judicial Affairs, Admissions, Financial Aid and Registrar. The Division of Enrollment Management & Student Development also works closely with the University's Food Services Department to ensure both nutritious and quality food service. Below is a snapshot of some of the policies, services and programs under the umbrella of Enrollment Management and Student Development. Additional information may be found in the Student Handbook.

Diversity among Students on Campus

ADMISSIONS

Bethune-Cookman University seeks to enroll students with the potential and desire to further their intellectual, spiritual and social development. Each applicant is evaluated individually. Academic performance at the secondary education level is extremely important. The University also considers the applicant's character and personality as well as a commitment to achieve a university education.

Students seeking admission to Bethune-Cookman University must have satisfactorily completed or earned a standard diploma from an accredited high school and have a cumulative grade point average of 2.25 or greater on a 4.0 scale. The rigor (International Baccalaureate and Advanced Placement classes) of the student's high school program is also carefully considered.

Because high school programs and graduating systems vary widely, the secondary school program cannot be rigidly prescribed. However, the University is most interested in students with solid academic achievements and leadership development activities during each of the four years of high school. This curriculum includes: four units of English, three units of mathematics, three units of natural science (at least one laboratory), three units of social science and history, and six academic electives. Two units of foreign language and one computer literacy course are strongly recommended, but are not required for admission to the University. The General Education Diploma (GED) may be considered in lieu of a complete high school record.

All entering freshmen must have taken either the SAT I: Reasoning Test or the ACT Assessment Test. The University encourages prospective students to take one or both of these tests in their junior year and again early in the fall of their senior year. The writing portion of the ACT is optional; however, students interested in qualifying for an academic scholarship must take this portion of the ACT. Information concerning the SAT or ACT can be obtained from the student's high school guidance counselor or directly from the College Entrance Examination Board, P.O. Box 592, Princeton, NJ 08540. Students may also write to ACT at ACT Assessment, P.O. Box 451, Iowa City, IA 52240. Students may register online or receive additional information at http://www.collegeboard.com and http://www.act.org. Students may also call the College Entrance Examination office at 866-630-9305 for general information and the Southern Region Office of the College Entrance Examination (CEE) at 866-392-4088. Bethune-Cookman's CEEB code number is 5061; its ACT code number is 0720.

GENERAL ADMISSION PROCEDURES

The student seeking admission to Bethune-Cookman University should apply prior to the December 1st Scholarship Deadline, for full consideration for all scholarship opportunities. An Application for Admission can be obtained on- line at https://wildcat.cookman.edu/ICS/Admissions, or by writing to request an application from the Director of Admissions, Bethune-Cookman

University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, FL 32114-3099. Students may also call the Office of Admissions at 800-448-0228.

To take advantage of the Fall Semester Deadline, student credentials must be received no later than May 1. The deadline to get credentials in for the Spring is November 30. The following credentials are required: A completed Application for Admission - a parent's signature is required if the applicant is under 18 years of age (a one-page essay must be included with the returned application and specific directions are included in the application.) A $25.00 nonrefundable application fee or official fee waiver form obtained from the student's high school guidance office.

- Official copies of transcript(s) including all high school academic experiences;
- Final official high school transcript; and
- Results of Standardized tests – Results of either the ACT or SAT I are to be forwarded directly to the university; and
- High school counselor's or teacher's recommendation.

TRANSFER STUDENTS ADMISSIONS

A transfer student is defined as a candidate for admission who has at least six transferable hours from an accredited college or university. The credits must not have been earned at the time the student was also enrolled in high school.

A minimum cumulative grade point average of 2.25 on a 4.0 scale in all college level courses taken at another college or university is a prerequisite for having these classes evaluated for transfer into the University. If the candidate has less than 24 transferable semester hours (one full year) of credit from an accredited college or university, all requirements of a first year student at the University must also be satisfied.

The following credentials must be received by the June 30 deadline for fall semester admission. Priority deadline for spring semester admission is November 30.

- A completed Application for Admission - a parent's signature is required if the applicant is under 18 years of age (a one-page essay must be included with the returned application and specific directions are included in the application). A $25.00 nonrefundable application fee or official fee waiver form obtained from the student's high school guidance office.
- Official copies of transcript(s) for all college work attempted;
- Final official high school transcript; and

  Results of either the ACT or SAT I are to be forwarded directly to the university; The student may be exempted from this requirement, if he or she completed high school at least 10 years before the date of his or her transfer application to Bethune-Cookman University.

TRANSFER STUDENTS WITH ASSOCIATE OF ARTS DEGREES

All Associate of Arts (A.A.) recipients will be fully admitted, providing they satisfy other requirements as specified below:

1. A minimum cumulative grade point average of 2.25 on a 4.0 scale on all college level academic work is required. The candidate must be in good standing at the last institution attended.

2. The students holding the A.A. degree from a regionally accredited institution will be exempted from the Bethune-Cookman University placement test.

3. Students holding A.A. degrees from all regional accredited community colleges will be accepted as upper level transfer students. Students must also meet admission requirements for specific majors. There is a 10-year restriction on accepting previously earned credits. **Credits will not be accepted for transfer into the university if courses are more than 10 years old and a 10-year-gap in matriculation occur.**
4. Transfer students with 30 or more credits will be exempted from Freshman Seminar.
5. Three semester credit hours in Religion and/or Philosophy are required for transfer students. To satisfy the 3 credit hour Religion and Philosophy requirement, Nursing majors must take Ethics.
6. Three credit hours in African American History are required for transfer students.
7. The University will accept up to 90 transfer credit hours as determined by the Office of Admissions, in consultation with the academic school deans. Transfer grades are not included in computing a student's grade point average at Bethune-Cookman University.

TRANSFER STUDENTS WITH ASSOCIATE DEGREES OTHER THAN THE ASSOCIATE OF ARTS

Official transcripts from all Associate degree recipients will be reviewed course by course to determine if courses previously earned qualify the students for full admission with upper level transfer status. The transfer students must also satisfy any other requirements unique to the selected Bethune-Cookman University academic school. The transfer student may have to take the Bethune-Cookman University placement test upon the review of the official transcript.

Transfer grades are not included in computing a student's grade point average at Bethune-Cookman University. Individual "D" grades are not accepted for transfer.

Courses completed at regionally accredited community or state colleges will be accepted with review by department chair and/or academic school deans.

Transfer credits based on CLEP scores will be accepted if the scores meet Bethune-Cookman University's standards for minimum required score. Not more than six semester hours of credit may be earned in any one area. Not more than 30 semester hours of credit may be earned by examination.

If a transfer student wishes to transfer without an A.A. degree, transfer credit will be awarded only for course work with the grade of "C" or better. If the candidate has less than 24 transferable semester hours (1 full year) of credit from an accredited college, all requirements for a first year student must also be met.

Transfer students with 30 or more credits will be exempt from Freshman Seminar. No developmental, preparatory or basic skills courses (non-degree credits) can be transferred into Bethune-Cookman University. They must be satisfied at this institution. These courses do not satisfy the general education requirements for graduation.

In order to earn a degree from Bethune-Cookman University, at least 25% of the credit hours required for the degree must be earned at the University (25 percent rule). Of this minimum amount of work, the last semester must be taken at the University. Additionally, 30 percent of the student's work in major field must be completed at Bethune-Cookman University.

TRANSFER STUDENTS WITH BACHELOR DEGREES

A transfer student must complete at least 30 semester hours of coursework in residence to receive a degree from Bethune-Cookman University. Of this minimum amount of work, the last semester must be taken at the University. Additionally, 30 percent of the student's work in his major field must be completed at Bethune-Cookman University.

CONDITIONAL ADMISSION

Bethune-Cookman University has always reached out to students which other institutions of higher education might have considered unprepared for college-level work. The Legacy of the University's founder is one that compels the institution to reach out to students who are genuinely seeking a higher education but whose application materials reveal the need for additional academic support. The University is proud to say that scores of these students have taken up residence in communities throughout the United States as productive members of society and citizens committed to civic engagement.

The University's Office of Admissions has the authority to consider indicators in individual applicants that would place them at academic risk, including having a cumulative grade point average of less than the required 2.25. Following deliberations, the Office of Admissions may elect to admit, on a conditional basis, a percentage of these applicants.

DUAL ENROLLMENT

Students who have demonstrated exceptional academic ability may be permitted to enroll at Bethune-Cookman University after completion of their junior year in high school. Dual enrollment applicants must have satisfied the following:

1. Test scores in the top 15th percentile statewide or nationally (SAT-1350 or above, ACT 24 or above).
2. "A"&"B" grades in high school.
3. A recommendation from the student's high school counselor.
4. Letter of recommendation from the student's high school principal, stating that the student will be awarded a high school diploma after satisfactorily completing the first year of university work.
5. An interview with university officials.
6. Letter of recommendation from parents or guardians.

INTERNATIONAL STUDENTS

The University is authorized under Federal law to enroll nonimmigrant students. International students must complete the Application for Admission and meet all applicable requirements for admission into the University. The application process includes a $25.00 nonrefundable application fee and certified or official final secondary school records and/or university transcripts. These documents must be verified by an accredited credentialing agency.

All freshman international student applicants must submit ACT or SAT I scores. If English is not the student’s native language or language of instruction, TOEFL scores must also be submitted. A score of 550 (paper based) or 213 (computer based) is expected for academic success. Lower scores may require special language assistance. Transfer applicants whose native language or language of instruction is not English must also submit TOEFL scores.

The International Student applicant must also submit a statement of available financial resources, including supporting financial documentation that shows the availability of sufficient funds necessary to cover the expenses associated with attending the University. Students cannot receive the United States Department of Homeland Security Form (I-20) until after they have been accepted into the University and have submitted the completed personal financial resources statement.

QUALIFIED DISABLED PERSONS

Bethune-Cookman University provides equal opportunity to qualified disabled persons in accordance with the requirements of the Americans with Disabilities Act (ADA). ADA and Section 504 of the Rehabilitation Act of 1973 serve to ensure that individuals with current disabling conditions are provided reasonable accommodations to enable them to enjoy the

programs, activities, services, and employment opportunities offered by colleges and universities.

As these laws only apply to individuals with documented disabilities, it is required by Bethune-Cookman University that individuals provide recent documentation to establish their eligibility under these laws and to document their specific accommodation needs. Individuals with a verifiable learning or physical disability affecting academic studies must submit documentation of a professional diagnostic evaluation (not older than three years) of their disability to the Office of Assessment and Disability Services within the Division of Enrollment Management and Student Development located on the first floor of the Charles Parlin Student Center.

Students without documented disabilities must also contact the Office of Assessment and Disability Services regarding living and dietary accommodations. All documentation provided to the Office of Assessment and Disability Services will be strictly confidential. No information, except as provided by law, will be released to anyone, including parents, without the student's written consent.

The academic and technical criteria required for acceptance into a particular program or for approval to participate in a particular activity shall be carefully studied and findings documented by the program's administrators in order to ensure reasonable access for persons with qualified disabilities. The interest and determination of the student as well as the feasibility of providing necessary support shall be weighed in deciding whether or not a disabled person can meet the required academic standards of the program or the activity to which they are seeking access.

Appropriate instructional support services are available for students with a documented disability. This auxiliary assistance must be arranged through the Office of Assessment and Disability Services. In situations where special assistance is not sufficient to permit the person with the disability to successfully complete the program or course requirement, course substitutions or formal program modifications may be requested through the Office of Assessment and Disability Services within the Division of Enrollment Management and Student Development.

PROFESSIONAL STUDIES STUDENTS (ADULT LEARNERS)

Bethune-Cookman University offers services for Professional Studies students, 24 years of age and older, at the John W. Miller Center in Hastings, Florida, on weeknights. In addition, the University offers evening and weekend courses on the main campus. The University is exploring new opportunities to serve future adult learners. Please see page 376 for more information.

ADMISSIONS OF VETERANS

Bethune-Cookman University is approved as a provider of educational benefits for the nation's veterans and veterans with disabilities. The University is also approved to provide educational

benefits to active service personnel and qualified dependents of veterans (widows, war orphans, etc.). Veterans who seek admission should follow the established admissions procedures. In order to be qualified for benefits under the rules and regulations of the Veterans Affairs Administration, veterans should contact the University's Veterans' Affairs Certifying Official in the Office of the Registrar.

Students who are using veterans' educational benefits to attend the University must maintain a minimum cumulative grade point average. Veterans, as well as, widows, war orphans, etc. who fall below the minimum acceptable standing for two consecutive semesters will have their benefits terminated for failure to achieve satisfactory progress. While the student may continue to matriculate at the University, federal funds through the Veterans Affairs Administration will not be available until such time as the minimum acceptable cumulative grade point average has been reached.

NEW STUDENTS ORIENTATION FOR VETERANS AND/OR SPOUSE/DEPENDENTS

If you are a veteran or a spouse/dependent of veterans and you plan to use your Veterans' Educational Benefits while attending Bethune-Cookman University, you should contact the University Certifying Official for further instructions at 386.481.2521 and fax your Certificate of Eligibility or 22-1990, 22-1990e or 22-5490 to 386.481.2822.

New Students Orientation for Veterans

If the veteran or veteran spouse/dependents has made contact with the School Certifying Official and the student name has been placed on the approved veterans' recipient list to receive educational benefits from the Department of Veterans' Affairs, the student may go directly to Financial Aid and Student Accounts.

If the veteran or veteran spouse/dependents has not made contact with the University's Certifying Official, he or she should report to the certifying official during Admissions check-in. The student's name will be placed on the approved veterans' recipient list to receive educational benefits from the Department of Veterans' Affairs. The student may then go directly to Financial Aid and Student Accounts.

Bethune-Cookman University is a participant in the Yellow Ribbon Program. The Yellow Ribbon Program was established by the Post-9/11 Veterans Educational Assistance Act of 2008. This program allows institutions of higher learning (such as colleges, universities, and other degree-granting schools) in the United States to voluntarily enter into an agreement with the Veterans' Administration to fund tuition and fee expenses that exceed the tuition and fee amounts payable under the Post-9/11 GI Bill. Student veterans who have been approved to receive Post 9/11 GI BILL benefits at 100 percent rate qualify for the Yellow Ribbon Program.

Veterans Affairs - Educational Funds Information

To receive veteran educational funds you must first complete an application. You should visit the Department of Veterans Affairs website at GI Bill Forms http://www.gibill.va.gov/. To apply for educational benefits (chapter 1606, 1607, 30, 31, 33), you must complete a 22-1990 form. For students applying for Survivors and Dependents Educational Assistance (Chapter 35), you must complete a 22-5490 application.

If you are registered for classes when you apply for benefits, an enrollment certification (22-1999) can be submitted along with the application for benefits. Once you are approved by the VA to receive benefits, the VA will have the application needed to release your funds.

You must be enrolled for a total of 12 credit hours (undergraduates) and 9 credit hours (graduates) to qualify for fulltime benefits. Also remember that 9 hours is fulltime for the summer (undergraduates) and 6 hours is fulltime for (graduates).

Effective Fall 2011, Post-9/11, also known as Chapter 33, students must present all of the following documents to the VA Certifying Official to process an enrollment certification.

If you are a new student or returning student applying for educational benefits under Post-9/11 GI Bill (Chapter 33), the following documents must be presented to the VA certifying official to process an enrollment certification.

- A copy of the signed 22-1990 or 22-1990e and a copy of the Certificate of Eligibility
- Copy of Bethune-Cookman University Financial Aid Award Letter
- Copy of Bethune-Cookman University Student Accounts Worksheet
- Final Schedule of Bethune-Cookman University classes

If you are a new student or returning student applying for educational benefits under chapters 1606, 1607, 30, 33, or 35 for the first time, the following documents must be presented to the VA certifying official to process an enrollment certification.

- A copy of the signed 22-1990 or 22-5490, and a copy of the Certificate of Eligibility
- Final Schedule of Bethune-Cookman University classes

If you are a returning student receiving educational benefits under Post-9/11 GI Bill (Chapter 33), and you have previously submitted a copy of the Certificate of Eligibility to the VA Certifying Official, the following documents must be presented to the VA certifying official to process an enrollment certification.

- Copy of Bethune-Cookman University Financial Aid Award Letter
- Copy of Bethune-Cookman University Student Accounts Worksheet
- Final Schedule of Bethune-Cookman University classes

It is important that the VA certifying official is informed of any changes in your status that affect the rate of pay you are receiving, such as drops, withdrawals, etc. When this is not done it sometimes causes overpayments. (A veteran under chapter 33 benefits must inform VA certifying official of additional changes that affect the rate of payments received, such as adding classes).

For Questions, students may call 1-888-442-4551 for the Educational Service Hotline Center for any questions pertaining to VA educational benefits.

- For more information concerning the veterans' affairs you can visit the Department of Veterans Affairs website at http://www.gibill.va.gov/.
- For more information concerning federal and/or state financial aid, please contact the Office of Financial Aid at 386/481-2620.
- For more information concerning payment of your Bethune-Cookman University balance, please contact the Office of Student Accounts at 386/481-2507.

Your local VA Certifying Official is located in the Office of the Registrar. The main office number is 386/481-2525 or 386/481-2521 or you may email registrar@cookman.edu.

RE-ADMISSION OF FORMER STUDENTS

An Application for Re-admission, obtainable from the Office of the Registrar, must be submitted by July 30 for the fall semester or by November 30 for the spring semester. Students who are inactive (not registered) for one semester must complete an Application for Re-admission. There is no fee to reapply. When a student fails to enroll for classes at the University for two consecutive semesters, he or she must apply for re-admission and pay a nonrefundable application fee of $25.00. The Office of the Registrar will notify the student, in writing, decision in a timely fashion.

Students who have not enrolled at the University for five or more years are responsible for completing the most recent curriculum in their major area. These students may also be required to take oral or written examinations to demonstrate proficiency in undergraduate courses previously taken.

ADVANCED PLACEMENT

Bethune-Cookman University is a participant in the Advanced Placement Program (AP) and the International Baccalaureate (IB) Diploma Program. If the course or courses taken by a new freshman, while in high school, satisfies the criteria for content and rigor of the college level course, it may be determined that the student has satisfied the requirement for a particular course or courses. The decision to give college credit for AP and IB courses rest with the academic department in which the course is taught. Interested students should apply through the Office of Testing during the first six weeks they are enrolled at the University.

NON-DEGREE SEEKING STUDENTS

Application for admission as a non-degree seeking student must include records of previous educational experience (high school or college transcript), a statement of studies to be pursued, and evidence of the ability to pursue studies as may be prescribed by the Office of Admissions. These students are normally limited to 9 hours each semester.

An undergraduate student enrolled at another accredited collegiate institution may be permitted to enroll at Bethune-Cookman University as a non-degree seeking student in order to complete work for transfer back to the home institution. No evaluation of previous work completed will be made, and it is the student's responsibility to secure approval from the home institution.

Credit earned by a student while in non-degree status will not automatically be applied to a Bethune-Cookman University degree program. Should the student be admitted as a regular student, he or she may petition the University to have such courses applied to the major area, if the courses are a part of the student's required program of study. Students admitted under non-degree status who decide to become regular students must apply through the University's Office of Admissions.

COLLEGE-LEVEL EXAMINATION PROGRAM (CLEP)

CLEP examinations allow students to move through the academic curriculum at an accelerated pace. CLEP examinations may be taken by interested students in order to measure their competence and proficiency in five general education areas (Business, Composition and Literature, Science and Mathematics, Foreign Languages, History and Social Sciences). Students should be aware of the following guidelines:

1. Fees are assessed for students wishing to earn college credit through the CLEP.
2. Not more than six semester hours of credit may be earned in any one area.
3. Not more than 30 semester hours of credit may be earned through the CLEP.
4. Transfer credits based on CLEP scores will be accepted, if the scores meet Bethune-Cookman University guidelines.

Requirements for applying for CLEP credit:

1. Take the CLEP exam corresponding to the course that credit is desired.
2. Score the minimum score required to receive credit for the particular course.

Requirements for awarding of credit for CLEP Examinations:

1. Students must review the College Board "CLEP Shorten Your Path to a College Degree" brochure and current "CLEP Information for Candidates" booklet.
2. Students must complete a CLEP REGISTRATION-ADMISSION FORM on the back of the "CLEP Information for Candidates" booklet and submit to Director of Testing with payments in order to schedule an appointment.
3. Students may retake a CLEP exam; however, they cannot retake the same test or exam for six months. Scores of exams repeated earlier than six months

will be canceled and test fees forfeited. The CLEP program has a longstanding policy that exams may not be retaken within a six-month period.

4. Not more than six (6) semester hours of credit may be earned in any one area. (Additional semester hours of credit may be possible by special petition through the Department Chair or Area Coordinator of the specific area.)

5. Please allow at least 4-6 weeks for your CLEP scores to be processed and transferred to your transcripts. Graduating seniors must take the CLEP 90 days (3 months) prior to graduation (No Exceptions).

6. Not more than thirty (30) semester hours of credit may be earned by examination.

7. Transfer credits based on CLEP scores will be accepted if the scores meet Bethune-Cookman University's standards for minimum required score.

8. Refer to the "Credit-by-Examination Policy for CLEP Examinations" for awarding of credit in applicable subject areas based on test score(s) *[Student is to receive "What Your CLEP Score Means" by the College Board at conclusion of exam(s).]*

CREDIT-BY-EXAMINATION POLICY FOR CLEP EXAMINATIONS

(Credit is awarded upon receipt of CLEP OFFICIAL CANDIDATE SCORE REPORT **and** notice sent to the Office of the Registrar.)

	Ace Minimum Required Score	Course Equivalent	Semester Hours
BUSINESS			
Principles of Accounting	50	AC 231	3
	60	AC 231 and AC 232	6
Business Law and The Legal Environment of Business	50	BA 234	3
Information Systems and Computer Applications	50	CS 132 and ITM 110	3
Principles of Marketing	50	MK 341	3
Principles of Management	50	MG 300	3
COMPOSITION & LITERATURE			
American Literature	50	EN 334	3
Analyzing & Interpreting Literature	50	To Be Determined	3
College Composition (with essay)	50	EN 131 and 132	6
College Composition Modular (with essay)	50	EN 131 and 132	6
English Literature	50	EN 331	3
	60	EN 331 and EN 332	6
WORLD LANGUAGES			
French Language – Level 1 (two semesters)	50	MLF 131 and MLF 132	3
French Language – Level 2 (four semesters)	66	N / A	6
German Language – Level 1 (two semesters)	50	MLG 131 and MLG 132	3
German Language – Level 2 (four semesters)	66	N / A	6
Spanish Language – Level 1 (two semesters)	50	MLS 131 and MLS 132	3
Spanish Language – Level 2 (four semesters)	66	N / A	6
HISTORY & SOCIAL SCIENCES			
American Government	50	POL 230	3
History of the United States I: Early Colonization to 1877	50	HI 231	3
History of the United Sates II: 1865 to the Present	50	HI 232	3
Human Growth and Development	50	PS 236	3
Humanities	50	HU 231	3
Introduction to Educational Psychology	50	PS 328	3
Principles of Macroeconomics	50	BA 232	3
Principles of Microeconomics	50	BA 231	3
Introductory Psychology	50	PS 231	3
Social Sciences and History	50	SS or SO elective	3
Introductory Sociology	50	SO 131	3
Western Civilization I: Ancient Near East to 1648	50	N / A	3
Western Civilization II: 1648 to the Present	50	HI 334	3
SCIENCE & MATHEMATICS			
College Algebra	50	MAT 134	3
College Algebra-Trigonometry	50	MAT 135	3
Biology	50	BI 131	3
Chemistry	50	CH 151	3
Calculus	50	MAT 141	3
College Mathematics	50	MAT 132	3
Natural Sciences	50	PH 230	3
Trigonometry	50	MAT 136	3

For more information on registering for specific examinations and test fees, contact the Office of Testing and Evaluation in the L. Gale Lemerand Building. Tel: 386-481-2306

AUDITING COURSES

Students who are interested in auditing a course must formally register to take the course as an "Audit" during the regularly designated preregistration time period. The course must be paid for according to the semester hour rate at the time of registration. Students enrolled in courses for "Audit" are not required to submit assignments or take examinations. No academic credit is given for audited courses.

REGISTRATION

Registration dates are found on the Bethune-Cookman University Academic Calendar. Students are encouraged to pre-register for classes each semester before leaving for both the summer and Christmas breaks. A late fee of $100 is charged for late registration. This charge will be added to the student's individual account.

EXIT

Bethune-Cookman University Concert Chorale

Bethune-Cookman University Inspirational Gospel Choir

FINANCIAL INFORMATION

Students interacting with Financial Advisor during Registration

OFFICE OF STUDENT ACCOUNTS INFORMATION

The activities of the Office of Student Accounts includes billing students, recording payments, processing refunds, coordinating payment plans, collecting outstanding balances, and handling transactions affecting accounts receivable. Each semester Student Accounts is responsible for ensuring that students have met their financial obligations to the University before being permitted to register for classes, move into residential halls, and receive bookstore authorizations. Student Accounts is also responsible for documenting the receipt of funds necessary for processing students' requests to have official transcripts mailed out. The Office of Student Accounts is the final exiting point that each student must clear in order to be graduated from the University.

TUITION, ROOM AND BOARD CHARGES

(The 2012-13 Academic Year)

	FALL	**SPRING**	**TOTAL**
Tuition	$ 7,205	$ 7,205	**$ 14,410**
Room & Board **All Halls Except** **Lee E. Rhyant**	$ 4,274	$ 4,274	**$ 8,548**
TOTAL	**$ 11,479**	**$ 11,479**	**$ 22,958**

OR

(The 2012-13 Academic Year)

	FALL	**SPRING**	**TOTAL**
Tuition	$ 7,205	$ 7,205	**$ 14,410**
Room & Board Lee E. Rhyant Residential Life Center	$ 4,628	$ 4,628	**$ 9,256**
TOTAL	**$ 11,833**	**$ 11,833**	**$ 23,666**

Tuition costs for Fall 2012 and Spring 2013 are based on 12-18 credit hours. Students who enroll for less than 12 credit hours will be charged $600 per credit hour. Students who exceed 18 credit hours will be charged an additional $600 per credit hour for each credit that exceeds 18.

Room Reservation Fee

In order to be considered for on-campus housing the student must have paid a $200 room reservation fee and have a clear student account. New students remit the fee to the Admissions Office. Once a student checks into the residential hall, all charges will remain on the account, even if the student chooses to move off-campus. The $200 fee is non-refundable and non-transferable. The fee is assessed each academic year that a student resides on campus. Payment of this fee **does not guarantee a room** will be available as rooms are assigned on a first come first served basis. Please refer to the Student Life Section of this Catalog regarding the assignment of on-campus housing.

Late Registration Fee

A $100 late registration fee will be charged to the account of any student who fails to complete registration by the end of each semester's regular registration period.

The University's tuition and fee schedule is subject to change by action of the Board of Trustees. However, changes in tuition and fees do not occur during the semester. Students should obtain a current schedule of tuition and fees from the Office of Student Accounts.

METHODS OF PAYMENT TO BETHUNE-COOKMAN UNIVERSITY

Before the start of each academic year, the University publicizes the deadlines for students to clear their financial obligations. Payment for charges may be made through the following methods:

- Payments can be made with cash, cashier's check, money order, or traveler's check. **Personal checks are not accepted. Cash should never be mailed.** Payments should be made payable to Bethune-Cookman University and include the student's first, middle initial, and last names, student I.D. number or social security number. Payments should be mailed to: **Bethune-Cookman University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, Florida, 32114-3099, Attn: Cashier's Office.**

- Credit Card payments (American Express, Discover, Visa, or MasterCard) can be made online by accessing the Wildcat Web at www.cookman.edu. Students will need both their B-CU student I.D. & pin numbers in order to access the Wildcat Web. Third party payments to a student's account can be made online through the following link: http://www.cookman.edu/payment/index.html

- Payments can also be made in person by visiting the Cashier's Office (located in the first floor of White Hall, the University's Administration Building), or by calling the Cashier's Office at (386) 481-2289 or 2292.

TUITION MANAGEMENT SYSTEMS PAYMENT PLAN

As a special service to students and their families, the University offers the option to make tuition and room & board payments on a monthly basis through Tuition Management Systems. The Tuition Management Systems Payment Plan is an interest-free alternative to having to make lump-sum payments. **If the Tuition Management Systems Payment Plan option is selected, the student/parent must enroll before the start of the semester and pay a minimum of fifty percent (50%) of the balance due for both tuition and room and board. The remaining balance will be paid monthly through Tuition Management Systems.** The cost of books is not included in the Tuition Management Payment Plan. For further information or to enroll, call Tuition Management Systems at (800) 722-4867 to speak with a consultant. You may also review the Tuition Management Systems website at www.afford.com. The Tuition Management Systems Payment Plan is not available during summer sessions.

BOOKSTORE AUTHORIZATIONS

Any student who has financial aid in excess of their semester tuition, room and board (if applicable), and fee charges may receive a Bookstore Authorization which will allow him or her to purchase their books from the University's bookstore. Authorizations are issued only at the beginning of each semester. Students are made aware of the time period when they are able to use their Bookstore Authorizations through the University's Homepage and email systems. Authorizations may also be given for students who have book funds deposited into their accounts that do not originate from the Office of Financial Aid.

Bookstore charges are posted to the student's account and funds deducted from either the student's financial aid or other book deposit funds. Students are permitted to receive an authorization in an amount not to exceed $750. The size of the authorization is contingent on the student's available funds. If a student's financial aid is reduced during the semester, he or she is still responsible for repayment of any purchases made using Bookstore Authorizations.

UNIVERSITY REFUND POLICY FOR FEES

Dropping Courses

No adjustment is made to tuition charges when a student drops a course after the last day of the Add/Drop Late Registration Period. It is the student's responsibility to know the last day to drop courses during Late Registration in order to receive a 100% tuition adjustment in any given semester. This information is readily available on the University's Homepage and through the Office of the Registrar. Students may call the office at 386-481-2525. Student Accounts Staff and Academic Student Success Coaches are also able to provide students with this information.

Withdrawal from the University

Withdrawal from the University is not accomplished by no longer attending classes. Withdrawing from the University is a process that involves several steps which must be followed

in the prescribed order so as to avoid unnecessary expenses and/or failing grades. When a student officially withdraws from the University, a refund or adjustment of tuition will be calculated. Students should familiarize themselves with the following Tuition Refund Schedule:

Fall and Spring Semesters:

1. 100 percent of tuition charges, if the student withdraws on or before the last day of the Late Registration Period. Room and Board charges are not refundable once a student moves into the residential hall.
2. Up to 90 percent of tuition charges, if the student withdraws after the last day of Late Registration but on or before the last day of the second week of classes. Room and Board charges are not refundable, once a student moves into the residential hall.
3. Up to 50 percent of tuition charges, if the student withdraws after the second week, but on or before the last day of the fourth week of classes. Room and Board charges are not refundable once a student moves into the residential hall.
4. Up to 25 percent of tuition charges, if the student withdraws after the fourth week, but on or before the last day of the eighth week of classes. Room and Board charges are not refundable once a student moves into the residential hall.

First-time students are eligible to receive a 100 percent adjustment/refund of tuition charges, if they withdraw on or before the last day of the Late Registration Period; a prorated adjustment/refund will be processed, if they withdraw after the last day of Late Registration but on or before the last day of the tenth week of classes. Room and Board charges are not refundable once a student moves into the residential hall.

Summer Sessions:

1. 100 percent of tuition charges, if the student withdraws on or before the last day of the Late Registration Period. Room and Board charges are not refundable once a student moves into the residential hall.
2. Up to 90 percent of tuition charges, if the student withdraws after the last day of Late Registration, but on or before the 5th day of classes. Room and Board charges are not refundable once a student moves into the residential hall.
3. Up to 50 percent of tuition charges, if the student withdraws after the 5th day of classes, but on or before the 8th day of classes. Room and Board charges are not refundable once a student moves into the residential hall.
4. Up to 25 percent of tuition charges, if the student withdraws after the 8th day of classes, but on or before the 10th day of classes. Room and Board charges are not refundable once a student moves into the residential hall.

First-time students are eligible to receive a 100 percent adjustment/refund of tuition charges, if they withdraw on or before the last day of the Late Registration Period. A prorated adjustment/refund will be processed if they withdraw after the last day of Late Registration, but on or before the last day of the second week of classes. Room and Board charges are not refundable once a student moves into the residential hall.

Adjustments/refunds will be processed by the Office of Student Accounts, if written notice of withdrawal of enrollment from the University is received from the student or designated staff person and approved prior to the end of the eighth week (returning students) or the tenth week (first-time students) of classes during the Fall and Spring semesters. The withdrawal must be received prior to the end of the 10th day of classes (returning students) or the second week (first-time students) of classes during the summer sessions.

There will be no adjustments or refunds for room & board fees, institutional paid charges, waived charges, bookstore charges, late registration fees, housing assessment fees, or fines under the following conditions:

When a student is required to withdraw due to disciplinary action, the student forfeits their legal rights and privileges as a member of the University family. All payments made toward assessed charges are also forfeited. There will be no adjustments or reimbursement of tuition, room and board charges fees/fines, or bookstore charges.

In addition, there will be no adjustments or reimbursement of charges or payments in the event the operation of the University is suspended at any time as a result of any act of God, strike, riot, disruption, or for any other reason beyond the control of the University.

Students who withdraw from courses after the Late Registration Period may be eligible for a 100% adjustment/refund of tuition and room & board charges (if applicable); bookstore charges & fines/fees excluded, if one or more of the following holds true:

1. Student is called to active military duty.
2. Death of the student or member of his/her immediate family (parent, spouse, child, sibling).
3. Illness of the student of such severity or duration, as confirmed by a physician, that completion of the semester is not possible.
4. Cancellation of the course(s) by the University.
5. Exceptional circumstances, upon approval of the University President or his/her designee.

RETURN OF FEDERAL TITLE IV FUNDS

When a recipient of Federal Title IV grant or loan assistance withdraws from the University during the semester, the University must determine the amount of the Title IV grant or loan assistance (not including Federal Work Study) that the student earned as of the student's withdrawal date. Unearned Federal Title IV financial aid funds **must be returned** to the Title IV Programs.

Keep in mind that when Title IV funds are returned to the program, the student **may owe a balance** to the institution.

This policy applies to students who withdraw, who are expelled, or who leave the University without notice. The return of funds for these students will be determined according to the following policy:

1. The term "Title IV Funds" refers to the Federal Financial Aid Programs authorized under the Higher Education Act of 1965 (as amended) and includes the following programs: Unsubsidized FFEL loans, Subsidized FFEL loans, Unsubsidized Federal Direct Stafford Loans, Subsidized Federal Direct Stafford Loans, Federal Perkins Loans, FFEL Parent PLUS Loans, Federal Direct Parent PLUS Loans, Federal Pell Grants, Federal SEOG grants, Federal Academic Competitiveness Grant (ACG), National SMART Grant, and the TEACH Grant.
2. A student's withdrawal date is:
    a. The date the student began the institution's withdrawal process (as described in the B-CU catalog) or officially notified the institution of his/her intent to withdraw; or
    b. The midpoint in the semester for a student who leaves without notifying the institution; or
    c. The student's last date of attendance at a documented academically related activity.
3. Title IV aid is earned in a prorated manner up to the 60% point in the semester. The amount the student has earned is based on the number of days the student attended classes as compared to the number of days in the entire term which runs from the first day of classes to the published last day of final exams. No adjustment will be made to Title IV aid after the 60% point in the semester.
4. In accordance with federal regulations, when financial aid is received by any student, funds will be returned to the Title IV programs in the following order:

    Unsubsidized Federal Stafford Loan

    Subsidized Federal Stafford Loan

    Federal PLUS Loan

    Unsubsidized Federal Direct Stafford Loan

    Subsidized Federal Direct Stafford Loan

    Federal Direct PLUS Loan

    Federal Perkins Loan

    Federal Pell Grant

    FSEOG

    Other Title IV Aid Programs

    Other Federal, State, Private, or Institutional Aid

    The Student

REFUND OF CREDIT BALANCES

Refunds are processed by the Office of Student Accounts when a student has resolved all financial obligations against their University debts and their student account reflects a credit balance. Refunds are processed within 14 days after the student's account reflects a credit balance. Students are responsible for informing the Office of Student Accounts of any changes to their addresses.

Through the Wildcat Web located on the University's website, students have access to review their charges, financial aid, payments, credit balances, refunds issued, and/or any balances that may be due. If a student visits the Office of Student Accounts and requests information about his/her account, the student must present university issued identification or another form of picture identification.

Following the full payment of tuition, fees, and other expenses, Bethune-Cookman University will refund excess payments (excluding any non-refundable financial aid) directly to the student. This is university policy, regardless of whether funds were paid by the student, the student's parents or any other third party. **Bethune-Cookman University assumes no responsibility for remitting such excess payments to any person other than the student.**

Parental Refund Authorization Form

If the student's account reflects a credit balance that is the result of a Parent Plus Loan or a Sallie Mae Plus Loan, the parent that authorized and signed the loan must submit a notarized Parental Refund Authorization Form to the Office of Student Accounts, if the refund is to be issued to the student. Without the form, the refund will be issued to the parent who authorized and signed the loan and will be mailed to the address on the loan application.

Credit Balance Authorization Form

A Credit Balance Authorization Form must be submitted, if the student or parent (Plus Loan) is requesting Student Accounts to hold a credit balance and apply the funds towards the expenses of a future term within the same academic year. If the Credit Balance Authorization Form is not on file prior to processing a refund, the refund will automatically be issued.

Billing Statements

Student Accounts will generate billing statements several times during an academic year. The statements will indicate all activity on the student's account and the remaining balance due.

E-mail notifications are sent to the B-CU student's e-mail address and authorized parents when the eBill is available to view on-line. We encourage students to view the eBill to make sure there is no balance due. A reminder e-mail will be sent to those students/parents who have not viewed the eBill.

Students are encouraged to use the Wildcat Web to review their accounts as it is the students' responsibility to be aware of any balances that may be due on their accounts.

COLLECTION OF PAST DUE BALANCES

If a student has a balance due on his/her account, a "hold" will be placed on the student's account, and the balance must be paid in full before the student will be permitted to register for the next semester, reside on-campus, receive a Bookstore Authorization or graduate.

When a student has a past due balance and is not enrolled, the student will not be permitted to receive a transcript. However, a student with a past due balance, who is enrolled at the time a transcript request is made, will be permitted to receive an "unofficial" transcript.

If the balance is not paid within a year of the date that the balance occurred, the student's account balance will be turned over to an outside collection agency. The selected agency will actively pursue collection of the bad debt against the student.

FINANCIAL AID INFORMATION

Financial Aid is awarded according to an individual's financial need and/or academic potential. Financial Aid comes in the form of loans, grants, scholarships or part-time on campus employment to be used solely for school related expenses. The University expects students and parents to assume the primary responsibility for financing university costs. Students whose family resources are insufficient to meet the cost of attending the University are encouraged to apply for aid from the University and from federal/state-supported programs administered by the Financial Aid Office.

HOW SOON TO APPLY FOR FINANCIAL AID

Applications are available beginning **January** 1 of each year and families are encouraged to apply early for financial aid. Some programs handled by the Financial Aid Office have very early priority dates. Students applying on or before these dates are given top consideration for the programs. Those who apply after these dates will receive aid pending availability.

BASIS ON WHICH FINANCIAL AID IS GRANTED

Based on the information provided to the processor by the student and parents, the processor will analyze the family's financial situation and transmit that information to the Financial Aid Office, enabling it to determine the student's financial need. Financial aid depends on the amount of federal, state, and institutional funds available at Bethune-Cookman University. To be awarded financial aid, an applicant must (1) show financial need, (2) be accepted or enrolled as a full-time student in an eligible program, (3) be a U.S. citizen or permanent resident, (4) be capable of maintaining a satisfactory academic standing and normal progress toward a degree, (5) be registered with the Selective Service, if required to do so, and (6) have not defaulted on any previous aid.

Evaluation and Award Process

Personnel of the Student Financial Aid Office will determine the student's allowable educational expenses and the expected family resources. The difference between the two is the demonstrated need. Bethune-Cookman University will try to provide financial aid for all or a portion of the demonstrated need in the form of an award package consisting of loans, grants, scholarships, and/or part-time employment. Selection of students, as well as the types of aid awarded, depends on one or a combination of the following: the demonstrated financial need, the student's class level, academic promise, available funds, and the date a student's forms are received by the awarding agencies and the Financial Aid Office.

Award Period

Awards are generally granted for an academic year of two semesters, fall and spring. The summer session comes after the regular academic year. Aid for the summer session is applied for separately by those who expect to enroll for at least six hours. Awards are made as funds permit. Students who attend the full academic year may be able to receive assistance from the Federal Direct Stafford Loan or Parent PLUS Loan for summer sessions.

Awards Announcements

For students whose financial aid forms are processed before March 1, efforts will be made to notify them of their financial aid awards beginning April.

SATISFACTORY PERFORMANCE STANDARDS

If you receive Federal Title IV student financial assistance, you must demonstrate satisfactory academic progress. Federal Title IV funding includes: Federal Stafford/Direct Student Loans, Federal PLUS Loans (Parent's Loan), Federal Work-Study Program, Federal Perkins Loans, Federal Supplemental Educational Opportunity Grants (SEOG), Federal Pell Grants, and State Grants.

Satisfactory academic progress is defined as meeting or exceeding the minimum number of semester hours necessary for the timely completion of the program of study which students are pursuing. Each student must successfully pass a minimum of 70% of the credit hours attempted during the preceding fall and spring semesters to satisfy federal program requirements. Students must also pass 24 semester hours for Florida programs such as the Florida Student Assistance Grant (FSAG) and the Florida Resident Access Grant (FRAG) Programs. Additionally, a minimum cumulative grade point average (CGPA) of 1.85 for freshmen and 2.0 for all others must be maintained for Federal programs. For Florida programs, all students must maintain a 2.0 cumulative GPA.

Students’ academic records will be reviewed at the end of each academic year. If a student does not achieve satisfactory academic progress, he/she will be notified. An information sheet outlining the satisfactory academic progress standards is available from the Financial Aid Office.

TRANSFER STUDENTS

Students who have previously attended other colleges and post-secondary institutions must submit financial aid transcripts from those schools to the Financial Aid Office.

Transferability of Financial Aid Awards

Awards such as the Federal Supplemental Grant (SEOG), Federal College Work Study Program (CWSP), Perkins Loan, and others cannot be transferred from one college to another. A separate application must be made to each college or university. Federal Pell Grant and Florida Student Assistance Grant (FSAG) awards are transferable, but the amount of the award may be different at other institutions.

INTERNATIONAL STUDENTS AND NONCITIZENS

Federal and state financial aid programs are for United States citizens or for permanent residents of the United States. International students are not eligible for federal and state aid. They may, however, qualify for college scholarships and may participate in the College Work Aid (CWA) Program. International students are warned that, in many instances, these programs provide only enough financial aid to cover some of the college expenses. The financial responsibility of attending the University will be on the student and his family.

Eligible noncitizens or U.S. permanent residents must provide copies of their Alien Registration ID cards to the Financial Aid Office.

TYPES OF AVAILABLE AID

GRANTS

The following grant programs are available only to undergraduate students who are working towards their first bachelor's degree. These grants do not have to be paid back by the student and, generally, require exceptional financial need.

Federal Supplemental Educational Opportunity Grant (SEOG)

A very limited number of SEOG awards are made to those with exceptional financial need who are also Pell Grant recipients. A typical award ranges from $100 to $1500 per academic year.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office. To be given top consideration, the FAFSA must be received by the processor on or before the priority date of April 15.

Federal Pell Grant Program

This federally sponsored program provides financial aid to those who need it to attend approved colleges or universities. Awards range from $200 to $4050 per academic year depending on a family's financial situation.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office. There is no priority date for this program. The form should be completed and sent to the appropriate agency as far ahead of the start of a new academic year as possible.

Academic Competitiveness Grant (ACG)

This federally sponsored program provides $750 for the first year of study and $1,300 for the second year to students who have completed a rigorous secondary school program of study. A second-year student must have at least a cumulative 3.0 grade point average (CGPA) on a 4.0 scale for the first academic year.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office. There is no priority date for this program. The form should be completed and sent to the appropriate agency as soon as possible prior to the start of a new academic year.

National SMART Grant Program

The National Science and Mathematics Access to Retain Talent Grant, also known as the National Smart Grant, is available during the third and fourth years of undergraduate study to full-time students who are eligible for the Federal Pell Grant and who are majoring in physical, life, or computer sciences, mathematics, technology, or engineering or in a foreign language determined critical to national security. The student must also be enrolled in the courses necessary to complete the degree program and to fulfill the requirements of the intended eligible major. The student must maintain a cumulative grade point average (CGPA) of at least 3.0 in course work required for the major. The National SMART Grant award is in addition to the student's Pell Grant award. A National SMART Grant will provide up to $4,000 for each of the third and fourth years of undergraduate study. The amount of the SMART Grant, when combined with a Pell Grant, may not exceed the student's cost of attendance.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office. There is no priority date for this program. The form should be completed and sent to the appropriate agency as far ahead of the start of the academic year.

TEACH Grant Program

Through the College Cost Reduction and Access Act of 2007, Congress created the Teacher Education Assistance for College and Higher Education (TEACH) Grant Program. The TEACH

Grant provides up to $4,000 per year to students who intend to teach in a public or private elementary or secondary schools that serve students from low-income families. In exchange for receiving a TEACH Grant, students must agree to serve as full-time teachers in a high-need field in a public or private elementary or secondary school that serves low-income students (See below for more information on high-need fields and schools serving low-income students). As a recipient of a TEACH Grant, students must teach for at least four academic years within eight calendar years of completing the program of study for which they received a TEACH Grant. IMPORTANT: If a student fails to complete this service obligation, the total amount of the TEACH Grants that the student received will be converted to a Federal Direct Unsubsidized Stafford Loan. The student must then repay this loan to the U.S. Department of Education. The student will be charged interest from the date the grant(s) was disbursed.

Note: TEACH Grant recipients will be given a 6-month grace period prior to entering repayment, if a TEACH Grant is converted to a Direct Unsubsidized Loan.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office. Since there is no priority date for this program, the form should be completed far ahead of the start of a new academic year.

Florida Student Assistance Grant Program (FSAG)

This program is available only to full-time students with high financial need. Students and the parents of dependent students must also be Florida residents for at least one year prior to the beginning of classes. Awards range from $200 to $2300 per academic year.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid office.

Florida Resident Access Grant (FRAG)

This program is available to full-time students who have been Florida residents for at least one year prior to the beginning of classes. The one-year Florida residency is also required for the parents of dependent students. Transfer students and renewals must have a 2.0 cumulative GPA on all previous college work. Awards may range up to $2800 per academic year depending on state funding.

To apply for this program, a student must complete the Florida Resident Access Grant Application available at the Financial Aid Office. Since there is no priority date for this program, the FRAG application should be received by the Financial Aid Office as far ahead of the start of the academic year as possible.

Florida Academic Scholars Award, Florida Merit Scholars Award, and Florida Gold Seal Vocational Scholars Award

These scholarships are part of the Florida Bright Futures Program. The program rewards outstanding Florida public high school graduates for their academic and vocational achievements. The awards range up to $3200 per year, if sufficient funds are available. High school students should contact their school guidance office for information on eligibility criteria or visit the Florida Bright Futures Program website at http://www.firn.edu/doe/brfutures.

Florida Mary McLeod Bethune Scholarship Fund

This program, offered by the State of Florida, provides financial assistance to Florida high school seniors with a cumulative grade point average of 3.0 or above. An applicant must be a Florida resident and demonstrate financial need. Awards range up to $3000 annually depending on available funds.

To apply for this program a student must complete the Free Application for Federal Student Aid (FAFSA). A student must also submit an application for this program to the Financial Aid Office, postmarked by April 30 of the senior year of high school.

Air Force ROTC and Army ROTC

ROTC academic scholarships are offered to students who meet specific requirements. These scholarships cover the cost of the University's tuition and books and provide the student a tax free subsistence allowance each month. For more information on ROTC scholarships, refer to pages 340-345.

INSTITUTIONAL SCHOLARSHIPS

Bethune-Cookman University scholarships recognize academic excellence. The major purpose of these scholarships is to encourage outstanding students and assist them along the path to leadership and service to humanity.

WHO CAN APPLY

Since most scholarship awards are merit awards, many require specific grade point averages as well as proof of financial need. When students obtain the brochure listing the scholarships, they should be able to tell which scholarship requirements they meet. Other details will be provided when students request and/or submit an application. Students may be eligible for more than one scholarship, depending on their achievements and/or financial need. However, the total scholarship amount cannot exceed their financial need. In most cases, the specific requirements are set by the donors who provide the scholarship funds. Many of the scholarships are renewable over four years, if students continue to maintain the required grade point average.

CATEGORIES OF SCHOLARSHIPS

Most scholarships are awarded in one of six categories:

- Academic achievement
- General scholarships
- Scholarships for specific major areas
- Scholarships for students from specific geographical areas
- Scholarships for athletics and performing arts (band, concert chorale, etc.)
- Specific employer and labor union scholarships

How to Apply

Scholarship applications and brochures can be obtained from the Financial Aid Office. For information on performing arts scholarships (e.g. band, concert chorale, etc.), students should contact the Music Department. Those interested in athletic scholarships should contact the Athletics Department.

Academic Scholarships

Bethune-Cookman University recognizes outstanding academic achievement in prospective and returning students by offering a range of scholarships to both freshmen and transfer students. For an incoming student, scholarship consideration is based on credentials submitted with the student's Application for Admission. The University encourages academic excellence by recognizing and rewarding outstanding academic performance. The current academic criteria for each award are included in the Application for Admission. The criteria may also be obtained from the Office of Admissions and the Office of the Provost.

Presidential Scholarships

The Presidential Scholarship is offered to high school graduates who will enter college for the first time. The award covers college expenses (full-time tuition, room, board, and books) that are not covered by federal and/or state financial aid and other non-institutional scholarships. Upon enrollment, students must register for at least 12 semester hours (college-credit courses) and maintain a 3.50 cumulative grade point average to renew the scholarship. Under special circumstances (e.g. educational travel abroad) awards may be renewed for a maximum of 10 semesters of study. Recipients of this award should expect to render a minimum of 45 hours of peer tutoring per semester.

Excelsior Scholarships

The Excelsior Scholarship is offered to high school graduates who will enter college for the first time. The award covers the cost of full-time tuition after all federal and/or state financial aid and other non-institutional scholarships have been applied. The award does not cover room and board or books. Students must register for at least 12 semester hours (college-credit courses) and maintain a 3.40 cumulative grade point average to renew the scholarship. Under special

circumstances awards may be renewed for a maximum of 10 semesters of study. Recipients of this award should expect to render a minimum of 30 hours of peer tutoring per semester.

Academic Merit Award

The Academic Merit Award provides scholarship aid for a) high school graduates entering college for the first time, b) transfer students with 24 college-credit hours, and 3) matriculating students who have been enrolled at the University for at least one academic year and have earned at least 24 college credit hours. Students must register for at least 12 semester hours (college-credit courses) and maintain a 3.25 cumulative grade point average to renew the scholarship. The Academic Merit Award is granted on an annual basis, and students must reapply each year. The Academic Merit Award application is available in the Office of the Provost. Recipients of this award should expect to render a minimum of 20 hours of peer tutoring per semester.

STUDENT EMPLOYMENT PROGRAMS:

Federal Work Study Program (FWS)

This program provides jobs for a very limited number of students with financial need who must earn a part of their educational expenses. The Financial Aid Office arranges jobs on campus or off campus with public or private nonprofit agencies. Students work from 10 to 15 hours per week, scheduled in a way that will not conflict with their classes. An average award is about $1600 per academic year. Paychecks are processed once a month for the hours actually worked.

To apply for this program, a student must complete the Free Application for Federal Student Aid (FAFSA). On the FAFSA, a student must indicate his or her interest in a "part-time job" or "work-study." This form can be obtained from the Financial Aid Office.

College Work Aid Program (CWA)

Departments may employ student workers who do not qualify for the Federal Work Study Program. To apply for this program, a student must contact the Student Financial Aid Office. The general policy requires university departments to hire student workers independently. The Student Financial Aid Office assists in processing the paper work after the student has been hired by a department.

LOAN PROGRAMS

To apply for the following programs, a student must complete the Free Application for Federal Student Aid (FAFSA). This form can be obtained from the Financial Aid Office.

Federal Direct/Stafford Loan-Subsidized

This is a low-interest loan made to students by the federal government "directly" or by a private lender (bank, credit union, etc.). Eligibility for a "subsidized" Federal Direct/Stafford Loan is based on financial need as determined by a federally mandated formula. "Subsidized" means that

the federal government will pay the interest on the loan while a student is in school and during specified deferments.

Eligible freshmen may borrow up to $3,500 per year, sophomores up to $4,500; and juniors and seniors may borrow up to $5,500 per year. The maximum allowable undergraduate indebtedness over five years is $23,000.

Federal Direct/Stafford Loans are disbursed in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan.

Repayment begins six months after the borrower's last enrollment on at least a half-time basis.

Federal Direct/Stafford Unsubsidized Loan

The Higher Education Amendments of 1992 created a new program offering "unsubsidized" Federal Direct/Stafford Loans to students who do not qualify in whole or in part for "subsidized" Federal Direct/Stafford Loans.

A Federal Direct/Stafford Unsubsidized Loan is a low interest loan made to students by the federal government "directly" or by a private lender (bank, credit union, etc.). Under this program, the student borrower (and not the federal government) pays the interest that accrues on the loan while the student is in school. Eligibility for a Federal Direct/Stafford Unsubsidized Loan is determined by the Financial Aid Office using a federally mandated formula.

Eligible dependent freshmen may borrow up to $3,500 per year; sophomores up to $4,500; juniors and seniors may borrow up to $5,500 per year, less any amount of subsidized Direct/ Stafford Loan eligibility. A student who shows a need for only part of an annual subsidized Federal Direct/Stafford Loan may borrow the remainder through an unsubsidized loan. The maximum allowable loan undergraduate indebtedness over five years is $31,000. Annual and aggregate loan limits for independent students are different.

Federal Direct/Stafford Unsubsidized Loans are disbursed in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan.

Federal PLUS Loan or Federal Direct PLUS Loan (Parent's Loan)

The Federal PLUS Loan is a federally insured loan made by private lenders or "directly" by the federal government. Repayment of principal and interest begins 60 days after the loan proceeds have been disbursed. Eligibility for this loan is based on credit-worthiness as determined by the Lender.

The interest rate for the Federal PLUS Loan varies annually (a new rate is effective each July 1), and the rate is based on the 52-week U.S. Treasury Bill rate plus 3.10 percent not to exceed 9 percent.

Federal PLUS Loans are disbursed to the college in two installments: one in the fall semester and one in the spring semester, after enrollment for each semester. When the loan is disbursed, a federally required origination fee of 3 percent (which is used to offset administrative costs of the program) is deducted from the loan by the government or bank, along with a nonrefundable insurance fee of up to 1 percent of the principal amount of the loan.

Parents of dependent students may borrow up to the cost of education minus any financial aid. These loans, in combination with all other aid (including loans), may not exceed educational costs. Financial need is not an eligibility factor.

Women's softball is one of 17 NCAA and MEAC-Sanctioned Sports

A student purchasing instructional materials from the University bookstore

B-CU Wildcat Mascot

Wildcats in a Basketball Contest

STUDENT LIFE AND SUPPORT SERVCES

GENERAL REGULATIONS

STUDENT RESPONSIBILITY

Each student who accepts admission to Bethune-Cookman University also accepts the University's standards of personal conduct (Code of Honor). The student is expected to take full advantage of the opportunities offered within formal and informal learning environments in order to learn how to make wise decisions regarding appropriate behavior, attitude, and conduct in all settings. Policies and practices governing students and student life are found in the Student Handbook, posted in the Parlin Student Center, in classrooms, and online.

ON-CAMPUS HOUSING

Bethune-Cookman University's residence life staff will make every effort to accommodate those students wishing to reside in on-campus housing. Therefore, all room assignments are made on a first-come, first-served basis. While a room reservation is not a guarantee of a room assignment, students wishing to reside on campus are urged to reserve a room by submitting a non-refundable $200 processing fee to the Cashier's Office (returning students) or the Admissions Office (new students). Students will be placed on a waiting list until outstanding balances have been cleared and an available room has been identified. The $200 room reservation and processing fee must be paid each academic year that the student intends to reside on campus. Persons who apply for a room on campus, after all rooms have been assigned, will be informed that on-campus housing is no longer available for that semester. While no guarantee is made, it is possible that space will become available at the end of the Fall Semester of each academic year. When on-campus housing cannot be assigned to a student, it becomes the responsibility of the student and his or her parents to make all necessary legal and financial arrangements to secure off-campus housing. The University assumes no responsibility for payment of rent or lease agreements.

OFF-CAMPUS HOUSING

Freshmen students are required to live on campus except in the following instances:

1. Married students.
2. Residents of Daytona Beach who live with their parents or a close relative.
3. On-campus housing is unavailable.

RESIDENCE LIFE

Residential students are under the direct supervision of the residence hall staff. Rules governing residence life are provided in the Student Handbook, posted in residence halls, and available online.

Residence Life rooms are furnished; however, students may wish to personalize their rooms with their own curtains, rugs, bedspreads, and other more personalized items. The items that are strictly prohibited in the rooms include air conditioners, space heaters, hot plates, and other cooking appliances. In addition to these items, students should not bring refrigerators larger than 5 cubic feet, televisions larger than 20 inches, George Foreman or other grills, toaster ovens, crock pots, deep fryers, deep freezers, and stereo systems having a wattage of 50 or above. All students should bring the following items:

Sheets	Pillowcases
Bedspreads	Blanket
Towels	Washcloths

It is the goal and desire of each residence hall staff person to make each student's living and study environment as comfortable as possible. In instances where a student is destructive, non-cooperative, insubordinate, disruptive, disrespectful of staff and fellow students or persistent in violating residence hall policies and procedures, the student will be given notice that he or she cannot be allowed to remain on campus. In these unfortunate instances, the student will be given a minimum notice of 48 hours to remove his or her things from their room to an off-campus residence. Every effort will be made to notify parents by telephone, email, fax or letter of any such decision or action.

JUDICIAL AFFAIRS

Bethune-Cookman University seeks to safeguard the integrity of all students. It is expected that individual students will refrain from participating in acts which are considered inappropriate. Students who persist in violating any of the privileges, standards, and policies of the University; who are consistently delinquent in their academic responsibilities; who continuously neglect their financial obligations; or who embarrass the University in any manner are subject to disciplinary action up to dismissal from the University. Bethune-Cookman reserves the right to dismiss students for unbecoming social conduct which brings embarrassment to the University, the student body as a whole, the student's family, and the larger community of citizens. The possession of firearms, knives, and other items, considered as weapons by the community of reasonable citizens, the possession and use of alcoholic beverages and narcotics, and fighting are strictly forbidden and grounds for immediate dismissal. The minimum length of disciplinary dismissals is one semester. However, depending on the severity of the case, dismissals from the University may be permanent. In addition to the above, the University reserves the right to notify local law enforcement officials whenever any of its students have been charged with or is found guilty of a violation(s) of any civil law. The University also reserves the right to dismiss any student who has been arrested, been charged with breaking a civil law, or who has charges pending for a violation. The student may apply for readmission upon being cleared of all charges. In such cases, the student will forfeit all registration costs (Tuition and Fees) for the semester in which he or she has been dismissed because of such conduct.

FRESHMEN AND TRANSFER STUDENT ORIENTATION

All new freshmen and transfer students are required to attend New Student Orientation at the start of the first semester of their enrollment at Bethune-Cookman University. New Student Orientation serves to assist students in adjusting to university life. During New Student Orientation Week, new students are made aware of the history of the institution, facilities, personnel, and available programs and services. New Student Orientation Leaders provide new students with a variety of academic and social programs and activities to enhance their B-CU experience. In addition, academic advisement, financial clearance and registration are essential activities during New Student Orientation Week.

Students may be required to take the B-CU Skills Assessment Test. The Skills Assessment Test is administered to all non-exempted freshmen and transfer students at the beginning of New Student Orientation Week. Students are strongly encouraged to take the Skills Assessment Test as soon as possible on campus or at an approved remote testing facility prior to attending Spring or Fall New Student Orientation. Moreover, students may be exempted from taking the skills assessment test based on meeting B-CU's required ACT/SAT scored and high school grade point average.

RELIGIOUS ACTIVITIES

Bethune-Cookman University has a great and cherished religious tradition. This tradition is strengthened and reinforced through the University's continued relationship with the Board of Higher Education and Campus Ministry of the United Methodist Church. Regardless of denomination, students are encouraged to reach out to the variety of campus religious organizations that are available to them through such groups:

Religious Life Fellowship
Alpha Nu Omega, Inc.
God's Gift
Fellowship of Christian Athletes

The Office of the University Chaplain is staffed by an Elder in full connection with the United Methodist Church. Its services and outreach are open and available to all students, faculty, and staff regardless of race, culture, religion, sexual orientation, socioeconomic status, gender, or ability. Whether or not one hails from a religious or faith tradition, they are welcome here. The Center is also available to all who have need for spiritual counseling and guidance. The Center for Religious Activities seeks:

- To provide opportunities for students, faculty and staff to express, learn more about, and grow in their religious faith.

- To help people discover their own personal spiritual path and to create connections with people of other faith traditions.

- To encourage all to participate in weekly Bible study, mid-week prayer services, outdoor prayer and worship services, The B-CU Prayer Room and annual spiritual outreach celebrations.

- To explore the intellectual components within which reason and faith, academic rigor and subjectivity are increasingly seen as compatible.

STUDENT HEALTH SERVICES

The primary goal of Health Services is to help build a better and healthier future for all students by providing exceptional care, advocacy and support. We are committed to students' personal wellness, the prevention of illness and disease, and their ability to remain mentally, spiritually, and socially healthy. For students with chronic diseases, we provide support with the management and control of their disease, referrals and resources if needed. Healthy lifestyle choices are promoted through health education programs such as, sexual health, nutrition and fitness. Health maintenance and a balanced lifestyle are essential for academic success. Students are encouraged to utilize the services and programs offered by a very caring and knowledgeable staff.

The Student Health Center is open from 8:30 am - 5:00 pm Monday through Friday. Some of the services provided include:

- Evaluation and Treatment of Illnesses
- First Aid and Follow Up Care of Injuries
- STD Education and Referrals
- Diagnostic Services and Referrals
- Pregnancy Testing
- Education and Management of Chronic Diseases
- Over the Counter Medications

A full-time Registered Nurse and support staff are on site to assist students. If the services needed are not available, a referral with an appropriate consultant will be arranged. The health and well-being of students is the number one priority.

STUDENT ORGANIZATIONS

Any student who seeks membership in fraternities, sororities, clubs, and other organized groups that are recognized and approved by the University for student participation and membership must meet the minimum scholastic standards as set forth by the University before approval and admission into such organizations. For students having met the minimum requirements set forth for participation, the University encourages participation in:

1. Honor Societies

Bethune-Cookman University is an institutional member of the National Collegiate Honors Council, the Southern Regional Honors Council, the National Honors Association, and the Association of College Honor Societies.

Honor Societies are those in which memberships are determined on the basis of merit and achievement. The following honor societies are available at the University:

Alpha Chi Honor Society (all disciplines)
Alpha Kappa Delta (International Sociology Honor Society)
Alpha Kappa Mu Honor Society (all disciplines)
Alpha Mu Gamma Honor Society (modern languages)
Alpha Sigma Lambda (nontraditional adult students)
Beta Kappa Chi Scientific Honor Society
Eta Sigma Delta (International Hospitality Management Honor Society)
Golden Key International Honour Society (all disciplines)
Kappa Delta Pi Honor Society (education)
Lambda Pi Eta National Communications Honor Society
Phi Beta Lambda Business Fraternity
Psi Chi National Honor Society (psychology)
Sigma Upsilon Nu (science, engineering, and mathematics)
Sigma Alpha Pi (The National Society of Leadership and Success)

2. General Organizations

Clubs, activities, and organizations in which membership is not restricted because of a declared major within a particular department are considered general organizations. Participation in these groups is voluntary. These programs may be national or local in scope.

a. The Student Government Association at Bethune-Cookman University is the student governing body in matters pertaining to the common interests of all currently enrolled students.

b. *Voice of the Wildcat* newspaper is the University's student run monthly publication. It reports on activities of individual students, student organizations and, in general, the university community, especially as it relates to and impacts students.

c. *The B-Cean* is the University's annual yearbook. Students are encouraged to respond to calls to have their pictures included in each issue and student organizations are urged to schedule group photo shoots for inclusion. Students also have opportunities to contribute artwork, articles, photos, etc. to the publication.

d. University-wide performing groups include the (a) marching, stage, and concert bands, (b) Concert Chorale, (c) Tra-Co-Dram - The Mary McLeod Bethune

Players, (d) Orchesis Dance Ensemble, (e) Inspirational Gospel Choir, and (f) cheerleaders.

3. Major Area Clubs

Major area clubs are organizations designed to give students an opportunity to interpret the broader educational implications of their chosen fields of study while helping them gain important professional perspectives. Some major area clubs are affiliated with national organizations.

4. Religious Organizations

The Religious Life Fellowship (RLF) is an organization charged with the responsibility of assisting the Chaplain / Director of Religious Life in coordinating religious activities on campus, to increase communication between all of the religious life organizations, and to provide opportunities for fellowship to promote religious unity. Its composition is that of both students and faculty - staff members who represent a cross section of denominations and faiths.

5. Fraternal Organizations

Fraternal organizations are international Greek letter organizations that have chapters on the campus of Bethune-Cookman University:
Alpha Kappa Alpha Sorority, Inc., Gamma Tau Chapter
Alpha Phi Alpha Fraternity, Inc., Delta Beta Chapter
Delta Sigma Theta Sorority, Inc., Delta Alpha Chapter
Iota Phi Theta Fraternity, Inc., Beta Chi Chapter
Kappa Alpha Psi Fraternity, Inc., Gamma Theta Chapter
Omega Psi Phi Fraternity, Inc., Omicron Epsilon Chapter
Phi Beta Sigma Fraternity, Inc., Beta Upsilon Chapter
Sigma Gamma Rho Sorority, Inc., Beta Eta Chapter
Zeta Phi Beta Sorority, Inc., Mu Beta Chapter

6. Service And Social Organizations

Students interested in other service or social organizations may choose from the following:
Gamma Beta Chi Fraternity
Gamma Sigma Sigma National Service Sorority
Kappa Kappa Psi National Band Fraternity
Phi Mu Alpha Sinfonia
Rotaract Club
Sigma Alpha Iota International Music Fraternity
Tau Beta Sigma Band Sorority

A cumulative grade point average of 2.5 is required to participate in service and social organizations. To participate in the Intake process (for fraternities and sororities), a student must meet the rules of the National Pan Hellenic Council and have a cumulative grade point average of 2.70 and 28 semester credit hours. Intake and Initiation take place only at prescribed times during the school year. Each student organization and activity must be registered in the Office of the Vice President for Enrollment Management and Student Development. A copy of the charter and the names of the organization's current officers must also be on file.

Students wishing to start a new organization at the University must first obtain permission from the Office of Orientation and Leadership. Students must also identify three members of the faculty and/or staff to serve as the organization's sponsors. University administrators will select two of the three identified persons to serve as the official sponsors of the organization.

To participate in extracurricular activities or performing groups that represent Bethune-Cookman University, students must maintain a minimum cumulative grade point average of 2.0 and a minimum course load of 12 semester hours.

INTERCOLLEGIATE ACTIVITIES

Bethune-Cookman University considers intercollegiate athletics and its student-athletes an integral part of the University. The total involvement of the coaches, faculty, staff, student-athletes, alumni, and friends provides an opportunity to share in the life of the collegiate community.

The University expects student-athletes to make earning an undergraduate degree their top priority. The University's Athletics Department is committed to high standards of academic performance, sportsmanship, leadership, and equal opportunities for both male and female athletes. To facilitate this priority, faculty members, academic support staff, athletic coaches, medical staff, and student-athletes work as collaborators and partners. The Department of Athletics provides assistance to all student-athletes to ensure their academic success. The department monitors and implements the academic advisement, tracking, and tutorial programs of its student athletes at all times to ensure academic progress and, ultimately, graduation.

The Office of Student-Athlete Support (OSAS) also provides assistance to each Bethune-Cookman University student-athlete until graduation. The OSAS links directly to the respective major departments for additional retention and tutorial services and support. OSAS also maintains a Tutorial Resource Center for all students, regardless of their academic status. In addition, personal academic counseling is available and provided when requested.

The University's intercollegiate sports program is affiliated with the following governing bodies: The Mid-Eastern Athletic Conference (MEAC) and the National Collegiate Athletic Association (NCAA).

DEPARTMENT OF INTERCOLLEGIATE ATHLETICS MISSION STATEMENT

The mission of the Department of Intercollegiate Athletics is to serve in the Christian tradition the diverse educational, social, gender and cultural needs of its student athletes and to develop in them a desire and capacity for continuous intellectual and moral growth as well as a commitment to the highest level of sportsmanship, ethics, academic and athletic performance. The University has deep roots in the history of America and continues to provide services to the broader community through a focus on service learning and civic engagement by student-athletes enrolled in a variety of courses.

GENDER AND DIVERSITY STATEMENT

The Department of Intercollegiate Athletics at Bethune-Cookman University considers itself an integral part of the fabric of the University. In accordance with the University's mission, policies and procedures are developed and routinely evaluated to illustrate the University's continued commitment to accommodate the interests and abilities of all students, student-athletes, faculty, and staff. The department is also committed to providing equal scholarship and employment opportunities to all qualified student-athletes and prospective employees regardless of race, color, creed, national origin, political affiliation, gender and sexual orientation, religion, age or disability through its intercollegiate athletics program. The Department of Intercollegiate Athletics recognizes the value and strength of diversity, which is evident in our staff and on our team rosters. We celebrate the victories that come through a commitment to inclusion of people from all walks of life.

VARSITY PROGRAMS

Bethune-Cookman University sponsors 17 sanctioned sports in conjunction with NCAA and Mid- Eastern Athletic Conference rules and regulations. They consist of nine sports for women and eight for men. The current sponsored sports are:

1. Football
2. Men's Basketball
3. Baseball -
4. Men's Outdoor Track and Field
5. Men's Cross Country
6. Men's Tennis
7. Men's Golf
8. Men's Indoor Track and Field
9. Volleyball
10. W. Basketball
11. Women's Tennis
12. Indoor Track
13. Outdoor Track
14. Cross Country
15. Softball
16. Women's Golf
17. Women's Bowling

MID-EASTERN ATHLETIC CONFERENCE (MEAC) PHILOSOPHY

The members of the MEAC subscribe to the principle that intercollegiate athletics is a vital part of higher education, is regarded as an integral part of the educational program, and shall be administered and conducted with the highest degree of integrity and in a manner consistent with the institution's educational policies.

Fundamental to the successful application of intercollegiate athletics is the mission to educate student athletes. It is the mission of the MEAC to promote student athletes' academic and athletic success. Further, the members of MEAC are obligated to ensure that the academic and athletic mission is achieved ethically.

It is the function of the MEAC to encourage intercollegiate athletics with the highest degree of institutional control. To reinforce these principles, the MEAC believes in and subscribes to the fundamental principles governing the conduct of intercollegiate athletics as adopted by the National Collegiate Athletic Association (NCAA) with respect to the principles governing:

Amateurism and student participation
Institutional control and responsibility
Sound academic standards
Financial aid
Recruiting
Ethical conduct
Competition in post-season and intercollegiate sponsored contests
Playing and practice seasons
Eligibility of student athletes
Personnel and squad limitations

Football television
Basketball television

CULTURAL AFFAIRS

To supplement classroom instruction, Bethune-Cookman University offers a well-rounded schedule of cultural programs including, plays, lectures, and musical performances by outstanding individuals and groups. Most of these programs are free for all students upon presentation of their Bethune-Cookman University identification card. All University cultural events are open to the community and, in most cases, are free or made available at reasonable fees.

CAREER RELATED WORK EXPERIENCE

The process of career exploration begins during the student’s first year at the University and continues throughout the student's matriculation. The major components of career exploration and preparation are Interviewing Skills, Resume Writing, Professional Dress/Business Etiquette, the Job Application Process, Selecting a Major, Graduate School Advisement/Information, the

Internship Process, Networking, and overall Employability Skills. Additional career services are Career Counseling, Career Resource Materials, and Campus Recruitment Programs. Special career programs include the annual Career and Graduate School Fairs, Career/Recruiter Classroom Visitations and General Sessions, Interviews/Employment Opportunities (Part-Time/Full-Time), and Professional Development Sessions.

Students are encouraged to utilize the Office of Career Services to determine the availability of internship opportunities which are available throughout the United States. These opportunities greatly enhance the students' marketability and many times result in part-time or full-time positions being offered at the conclusion of the internship.

INTERNSHIP POLICY

Internships (including externships, clerkships, student teaching or similar work experience) are academic, curriculum-based, educational programs that allow students to gain practical work experience, enhance student learning and, in most instances, earn academic credit at the same time. These are supervised programs of work and study which involve students working in governmental, community service, school, medical, or business settings. While a qualified supervisor in the workplace directs the day-to-day learning, the student is also supervised by a discipline-specific course instructor or faculty advisor who sets the criteria for performance, observes the intern periodically, monitors the student’s progress, grades the student, and resolves any immediate concerns related to the internship.

Internships are hands-on and/or in-the-field experiences specifically related to the student's major. Students are eligible for internships beginning in their sophomore year of study. Occasionally, internships are available for first-year students. Students should be aware that specific major areas of study also establish course completion and classification status as additional criteria for internship placements. Internships must be approved by the student's Department Chair, Academic Advisor, and/or Dean. The University requires that all students applying for internships have at least a grade point average of 2.0. It is possible, however, that individual organizations will require a higher grade point average for those students they permit to intern with them. Such requirements are beyond the control of the University and students are encouraged to research specific criteria of organizations with whom they are interested in securing an internship. While some internships are paid, most are not. Students are urged not to select an internship solely on the basis of whether or not it is a paid internship opportunity. Many students have had amazing learning experiences, established significant networking channels, and laid the foundation for life-long friendships through unpaid internships. Whether an internship is paid or unpaid is determined by each individual agency/organization. For assistance in obtaining an internship, please contact the Office of Career Services.

While teacher candidate interns work fulltime in a school setting for one semester, the typical intern works ten to twenty hours per week. An average of 45 hours of work is required for each semester credit hour pursued. Internships are appropriate for advanced undergraduate students working in fields that relate directly to their career goals or academic interests. Internships are

normally taken within a semester or two of the student's date of graduation. All internships must be approved prior to beginning the experience.

Criteria used in approving internships:

- There must be a clear and specified relationship to an academic program.
- Placement must be at a professional level of responsibility appropriate for university credit.
- Internship credit is not appropriate in an organization where a student is already employed. Exceptions may be appropriate under special circumstances. All exceptions must be approved by the School Dean and the Provost*.
- Internships involving potential conflict of interests are not appropriate.
- Internships require prior approval of authorized officials including, the advisor, Department Chair/Internship Coordinator, and/or School Dean.
- A written agreement signed by a site supervisor and the School Dean is required. A copy of the signed agreement must be on file in the School Dean's office. A list of all approved internship sites can be verified through records maintained in the Office of the Provost. It is also recommended that students attend an Internship Preparation or Employability Skills session through the Office of Career Services prior to the assignment.

* Paid internships, by their nature, can create a conflict of interest between educational goals and work required to receive a paycheck.

The conditions of an internship should be finalized with the student before he or she reports for the assignment. These include the nature of the internship, supervisory arrangements, specific responsibilities of the intern, work schedules, and expected learning outcomes. It is expected that agency supervisors will provide a safe environment in which students can work and the materials that students need to complete their internship assignments (a desk, computer, etc). Once the internship begins, agency supervisors should review students' work with them regularly and treat them as professionals. The supervisor must also complete the supervisor's evaluation form which is due on the last day of classes in the semester in which the internship is taken. The units of credit applied to the internship are determined by the vertical curriculum for each degree and are based on certification/licensing requirements, best practices in higher education, and standards of professional societies as evidenced in the rationale for the curriculum.

For example, a maximum of three units is applied to the major in Business Administration. Units exceeding three are considered elective units and may be applied toward the overall unit total needed for a degree.

Roles

The Intern fills a position offered by a sponsoring organization and executes duties commensurate with careers and occupations found within his/her major in order to receive appropriate academic credit. The Internship Coordinator for the School reviews the students'

qualifications for an internship, discusses available internships with the intern, and assigns the intern to an opportunity that is desirable in terms of the intern's interests and career goals. The primary supervisor of the intern is the University's course instructor or faculty advisor. The agency's on-site supervisor has daily oversight of the intern.

All programs allowing internships must have an Internship Coordinator. He/she is responsible for arranging the internship and communicates with the intern's course instructor. The Coordinator is the University's liaison with the on-site supervisor and normally has minimal contact with the intern during the course of the internship. The Coordinator also serves as the resource person for any general program problems that might arise during the internship. The Course Instructor is the intern's Supervisor and is responsible for setting the criteria for performance, observing the intern periodically, monitoring the student's progress, grading the student, resolving any immediate concerns related to the internship, and securing all evaluation documents. The institutional Internship Coordinator in Career Services must also receive verification of the all finalized application information.

Internship Provider

The Internship Provider must agree to the learning objectives, monitor student progress and make regular reports to the Faculty Advisor, Department Chair, or Dean. Progress reports provided by the Course Instructor should include attendance as well as qualitative assessments of student learning. The Internship Provider must agree, in writing, to a contractual arrangement which must be approved by the Provost and the Vice President for Human Resources, Regulatory & Legal Affairs. Completed internship evaluations must be provided for the Institutional Internship Coordinator in the Office of Career Services.

Documentation

The department/school must make available to the student and the Internship Provider copies of program documents and contracts describing the purpose and principles of the internship, including the activities and work involved.

Students also need to complete an internship application form thru the Office of Career Services.

Assessment and Feedback

The department/school must provide scheduled contact with the Internship Provider for feedback and assessment of the student's performance and the suitability of the site/provider. The department/school must provide routine assessment of internship providers to ensure quality learning experiences.

Internship Grading

Grades for internships are determined by the evaluation completed by the course's instructor and from input provided on the evaluation forms completed by the internship onsite supervisor.

Carl S. Swisher Library

Greek Letter Student Success Coach Council
Professional Service Organizations Student Success Coach Council

GENERAL ACADEMIC INFORMATION

The procedures, policies, and regulations stated in this section are designed to assist Bethune-Cookman University students during their matriculation.

Each student is assigned a student success coach. The student success coach will give advice on required courses and other pertinent academic information. It is the responsibility of the student to review his or her progress each semester with the student success coach and to keep informed of changes, procedures, and regulations which may affect successful pursuit of a university degree.

ACADEMIC REGULATIONS

Before making a final choice of courses, all students should consult with the assigned student success coach and, when in doubt, the instructor in charge of a particular course. Electives should be chosen in support of the student's major field and in keeping with the interests of the student.

Special attention should be given to the following regulations.

ATTENDANCE

Class attendance is mandatory for ALL students (freshmen, sophomores, juniors, seniors, professional studies, non-degree, and dual-enrolled students). Instructors will provide a quality education for students of this university. Students are expected to take advantage of the educational opportunities available to them by attending classes and laboratory periods as scheduled (this policy also applies to online classes). Class attendance and participation are part of the requirements for passing the course (see individual course syllabi for information regarding class attendance and participation). Excessive absences can result in lower grades. It is mandatory that faculty take attendance (see 2012-2013 Student Handbook, page 75).

Students are responsible for all assignments, quizzes, and examinations at the time they are due and may not use their absence from class as a plea for extensions of time to complete assignments or for permission to take make-up examinations or quizzes. If students miss a scheduled assignment, quiz, midterm or final exam, students must obtain the instructor's approval to make up work. Students should contact instructors to make arrangements to make up the work.

EXCUSED ABSENCES:

Excused absences include those incurred by the student's participation in university or class sponsored activities. Examples of excused absences include band, chorale, gospel choir, athletic teams, field trips, family emergencies, and significant illness. (Proof of family emergencies and

illness is an important factor in being permitted to make up missed assignments, tests, etc.). Students who are absent due to university events are responsible for completing and submitting the assignments due.

EXPECTED ABSENCES:

Students are responsible for informing their instructors of any anticipated absence(s) from class. Students who are ill are advised to report to the Texas Adams Student Health Center where their illness can be documented.

The Office of the Provost does not issue excuses for student absences.

VERIFICATION OF ATTENDANCE:

At the beginning of each semester, faculty members are required to verify class attendance rosters by 1) insuring that students sitting in their classes are listed on the official class rosters, and 2) reporting names of students who appear on their rosters, but who have not reported to class since the first day of class (No Shows). Once generated, the Verification of Attendance Report is sent to the Office of the Registrar according to the announced deadline. Students who are reported as "No Shows" will be dropped from the roster.

SYLLABUS:

The class syllabus is an agreement between the teacher and the student. Students will receive a class syllabus at the beginning of the term for each course in which they are enrolled.

CONFERENCES WITH STUDENT SUCCESS COACHES:

Students are expected to arrange regular conferences with their student success coaches. Conferences may also be scheduled with student success coaches through individual appointments. Mandatory conference(s) are required before completing the University's Application for Graduation.

(Students classified as seniors should submit degree applications and make appointments in the Office of the Registrar for degree audits as soon as they earn 92 semester hours.)

CONTINUOUS ENROLLMENT IN CERTAIN GENERAL EDUCATION COURSES:

Students must continuously enroll in general education **Mathematics, English, Reading, and Speech** courses each semester until a minimum passing grade of C is earned.

FINAL EXAMINATION SCHEDULES:

The Office of the Registrar will schedule final examination dates and times.

PHYSICAL EDUCATION EXEMPTIONS:

Students over 30 years of age, at the beginning of their matriculation at the University, are exempted from physical education activity courses. Alternative courses are available and may be used to earn credit.

SENIOR SEMINAR ENROLLMENT PREREQUISITES:

Before students may enroll in senior seminar classes (499), they must have passed EN 131 and EN 132. Students may also be required to satisfy discipline or major-specific prerequisites.

STUDENT COURSE LOAD:

COURSE LOAD RESTRICTION:

- Students on academic probation will be limited to a maximum load of 15 semester credit hours. (See Satisfactory Academic Progress, Academic Probation, and Dismissal)

OVERLOAD REQUIREMENTS:

- The academic requirements for taking an overload, 19-23 semester hours, is a minimum cumulative grade point average of 3.0. Course overloads may be granted by permission of the academic school deans. Tuition charges will be assessed according to current rates set by the Office of Administrative Services and Fiscal Affairs.

LAST THIRTY (30) HOURS:

In order to earn a degree from Bethune-Cookman University, at least 25% of the credit hours required for the degree must be earned at the University. The last semester's work must be taken at the University. Additionally, 30 percent of the work must be completed in the student's academic major at Bethune-Cookman University.

GRADES:

ISSUANCE OF "I" (INCOMPLETE) GRADES:

Instructors may issue "I" or Incomplete grades to students who, for legitimate reasons, have not completed coursework at the time final grades must be submitted. At the time the request is made, the student must be passing the course with the required minimum grade for the course. At the discretion of the instructor, an "I" grade may be given to a student who is experiencing extraordinary personal challenges but who has not formally requested an Incomplete grade.

REMOVAL OF "I" GRADES:

It is the student's responsibility to initiate action to remove "I" grade(s). Students receiving one or more "I" grades must report to the instructor(s) who issued the grade(s) within the first week

of classes in their next semester of enrollment. The assignments needed to remove the "I" grade(s) must be completed within the first six weeks of the next semester. Failure to follow through with the steps to remove “I” grades will cause “I”s to automatically change to “F” grades.

GRADE CHANGE AFTER ONE YEAR:

The University does not permit grade changes after one year.

GRADE CHANGE AFTER GRADUATION:

Upon graduation, the University closes a student's academic record. No grade change is possible after a student has been graduated from the University.

GRADE REPEAT POLICY:

A student may repeat courses in which he or she receives a “D” or “F” grade. The University will only compute the hours earned from the higher grade in the calculation of the cumulative grade point average (GPA). If a student makes the same grade in the repeated course, the grade for the repeated course will NOT be recalculated into the student’s GPA. The third repeat or any subsequent attempts of any course will be covered at the student’s expense.

REQUIRED REPEAT:

Major Courses: Students are required to earn at least a grade of “C” in their major fields of study. The University will only compute the hours earned from the higher grade in the calculation of the cumulative grade point average (GPA). If a student makes the same grade in the repeated course, the grade for the repeated course will NOT be recalculated into the student’s GPA. All grades, courses and hours attempted/earned, remain a part of the student’s permanent record.

General Education Courses: Students are required to earn a grade of “C” or better in English, Mathematics, Reading, and Speech courses: EN 131, 132 or (EN 134 & 135 Honors), MAT 131, MAT 132, MAT 134 or (MAT 135, 136 OR MAB 138), (MAT 141 & 142, Honors), RE 131, RE 260 (RE 261 Honors), SC 230 (SC 240 Honors). Students will be required to repeat these courses if they earn a grade of “D” or “F”.

GRADES ON PERMANENT RECORD:

All grades, courses, and hours attempted anda earned remain a part of the student's permanent record. If a student takes a College Level Equivalency Program (CLEP) pass or fail, it will be indicated on the students’ record.

GRADE FORGIVENESS:

When students change their major from one academic school to another, a maximum of (8) failed course hours (“D” or “F”), or a maximum of two (2) courses, in one former major may be

forgiven (i.e., not calculated in the cumulative grade point average.). This option is available only once.

It is the responsibility of the student to initiate the process of the “forgiveness policy” by obtaining the appropriate approval from their student success coach and the Office of the Provost.

Students must have officially changed their major and spent at least one (1) semester in the new major (taking and passing at least one (1) course required for the new major). The completed form should be returned to the Office of the Registrar. **General education courses are not eligible for grade forgiveness.**

RIGHT TO APPEAL A FINAL GRADE:

Every student has the right to appeal final grades given by an instructor. Steps in the grade appeal process are outlined under "Student Grade Appeal."

TRANSFER ACADEMIC CREDIT:

TRANSFER GRADES ARE NOT COMPUTED IN GPA:

Enrolled students may transfer credits but NOT grades from other institutions back to Bethune-Cookman University. Transfer grades are not computed in the student’s cumulative grade point average.

COURSE ACCEPTANCE:

The courses offered by a regionally accredited college or university may receive consideration for transfer based upon review by department chairs and/or academic school deans. Only courses that are equivalent to the general education core courses or in the academic major are transferable into the university.

RESTRICTION ON PREVIOUSLY EARNED CREDITS:

There is a 10-year restriction on accepting previously earned credits. Courses/credits earned at Bethune-Cookman University and from other regionally accredited colleges and universities will be evaluated by the appropriate department on an individual basis.

INDIVIDUAL "D" GRADES NOT ACCEPTED FOR TRANSFER:

The University does not accept the transfer of individual "D" grades.

TO WITHDRAW FROM BETHUNE-COOKMAN UNIVERSITY:

Withdrawal from the University can only be successfully completed by following specific prescribed steps. Failure to follow the process to the end may result in unnecessary charges to the student’s account and/or failing grades.

A student who desires to withdraw from the university must contact the Student Success Center and explain the circumstances which he or she feels require him or her to withdraw from the university. The students are then directed to the offices indicated on the form to secure clearance, including Financial Aid and Student Accounts. If living on campus, the student is also required to turn in all residence hall keys, to the counselor of the residence hall in which the student is residing and meet all other stipulations required by the university. Students must bring the signed/approved form to the Office of the Registrar within 5 business days. If the student does not return the form, but leaves the university, the students' classes will NOT be dropped. Students may receive 'F' grades for nonattendance. Students must notify the Dean of Students' Office in writing within 48 hours (2 business days) if he or she changes his or her mind about withdrawing from the University.

If final examinations are scheduled to take place 10 days or less at the time the student begins the withdrawal process in either the Fall or Spring Terms, he or she will not be allowed to withdraw from the University. If final examinations are scheduled to take place 5 days or less at the time the student begins the withdrawal process during either the Summer A or B Term, he or she will not be allowed to withdraw from the University.

Proper withdrawal from the University will result in a notation of "W" being placed beside each course the student enrolled in the semester or summer term of the withdrawal. Failure to properly drop classes or withdraw from the university will result in "F" grades for nonattendance.

Note: Adjustments to Tuition will only be made to a student's account based on the date the student "officially" withdraws from Bethune-Cookman University. For additional details, please review one of the following: "Institutional Refund Policy for Fees" under Student Accounts on the B-CU Website, or see the policy in the university catalog. Students may also contact Student Accounts.

PRIVACY OF STUDENT RECORDS AND INFORMATION

The Buckley Amendment to the General Education Provisions Act stipulates that students may have access to their official files and that no transcripts may be issued to any party without a written request from the student. The Family Education Rights and Privacy Act (FERPA) of 1974 gives the University the right to make public, at its discretion and without prior authorization from the student, the following information: name, class, home or college address, telephone number, major field, date and place of birth, dates of attendance at Bethune-Cookman University, degrees, honors and awards received, and previous school most recently attended.

FERPA also gives students the right to place limitations on the release of this particular information. A student who wishes to place limits on the release of this information must file a restriction form with the Office of the Registrar by September 15 of each year. The University does not indiscriminately release information about individual students. All persons with access to student records are required by the University to sign a statement of confidentiality.

Official transcripts of student academic records, for transfer to another institution or for any other purpose, may be obtained from the Office of the Registrar upon written authorization by the student. Transcripts are official only if the embossed seal of the University appears on them.

Unofficial copies of transcripts are available only to the student. As a safeguard against improper disclosure of academic information, transcript requests will not be accepted over the telephone or by email.

There is a fee for official or unofficial transcripts. The University issues two complimentary official transcripts, along with the diploma, to each of its graduates. Requests for official transcripts will not be granted if the student has a balance. However, if the student is enrolled during the time of the request, an unofficial copy can be released upon request and payment made of the required fee. A transcript of a student's record, received from another university or college, becomes a permanent part of the student's file at Bethune-Cookman. The transcripts cannot be forwarded to another institution. Should a student need a copy of the transcript, he or she must make an original request from the previous institution.

COURSE CREDIT AND GRADING INFORMATION

Unit of Credit:

Bethune-Cookman University awards semester credit hours. Classes meet for 15 contact hours for each one hour of credit. Laboratory practice requires additional hours per week. Both face-to-face and online courses run for approximately 15 weeks. Semester hour credits are also awarded for courses which are shorter than 15-weeks; however, in these instances class periods are longer in order to reach total time required in lecture or laboratory. The University also provides opportunities for the completion of courses through its accelerated programs.

Students will receive credit only for those courses for which they are officially registered and for which they pay the necessary tuition at the time of registration. Minimum passing grades are required to receive credit.

GRADING SYSTEM

Students are graded according to the following grade point average (GPA) system

A. Used in GPA Computation:

Grade	Interpretation	Point Value
A	Excellent	4
B	Good	3
C	Average	2
D	Poor	1
F	Fail	0
P	Pass	

B. Not used in GPA Computation

I	Incomplete	Becomes an “F” if not satisfied by date given on the University Calendar

DR	Dropped Course	No Credit
W	Withdrawal	Official Withdrawal from the University
WD	Withdrawal	Withdrawal from a Course
AU	Audit	No Credit
FG	Forgiven Grade	Replaces D or F
NG	No Grade Assigned	No Credit
NS	No Show	No Credit

Full-Time Course Load: Students registered for 12 or more semester hours.
Part-Time Course Load: Students registered for less than 12 semester hours.

Grade Point Average Calculation Example:

If a student received an "A" in three 3-hour courses, a "B" in two 3-hour courses, and a "C" in one 1-hour course, the GPA would be computed by using the following method:

	Credit hours for Course	Quality Points per hour (A = 4, B = 3, C = 2, D = 1)	Quality points per course
Course I	3	4 (“A” grade) =	12
Course II	3	4 (“A” grade) =	12
Course III	3	4 (“A” grade) =	12
Course IV	3	3 ("B” grade) =	9
Course V	3	3 (“B” grade) =	9
Course VI	1	2 (“C” grade) =	2
	16 total		56 total quality points

The total quality points (56) divided by the total hours graded (16) yields the grade point average (3.50) (56 ÷ 16 = 3.50).

Bethune-Cookman University rounds off each student’s grade point average to the nearest hundredth (e.g. 3.504 = 3.50; 3.505=3.51). Therefore, grade point averages will NOT round off to the nearest tenth (e.g. 3.56 = 3.56, not 3.6).

Explanation of Course Number System:

101-199	Freshman Courses
200-299	Sophomore Courses
300-399	Junior Courses
400-499	Senior Courses
500-599	Graduate level courses open to undergraduate students

"IS" – Printed next to course number (SC 230 IS) indicates Independent Study course.
"**H**"- Printed next to course number indicates Honors courses.
"**#**"– Printed next to course number (SC 230 **5**) indicates an extension site course location.

STUDENT GRADE APPEAL

A student has the right to appeal decisions regarding the final grade(s) in a specific course. Before initiating a petition for appeal, the student should attempt to resolve the problem with the instructor and/or department chair and school dean. If the student is unable to have the situation resolved at these levels, he or she may file an official Grade Appeal. **Grade appeals must be initiated within 6 weeks after the conclusion of the semester in which the course(s) was taken.**

Steps in the grade appeal process are as follows:

1. The student submits a written statement to the Dean of the school in which the course was taught within six weeks of receiving the final grade. The written statement sets forth the complaint, efforts to resolve it, and supporting evidence or justification for the complaint. Upon receipt of the appeal statement, the dean should provide a copy of the complaint to the instructor of the course or other person concerned.

2. The Dean will convene a committee* to review the written statement from the student, secure additional information that the student may have, and examine any additional evidence and information that the instructor or the person concerned may have in support of the final grade that the student received. Both the student and the professor shall each receive reasonable notice of the time and location of the hearing and be permitted to be present. In addition, the parties shall have the right to present evidence and to examine any witnesses who are present. Taking the supporting data into consideration, the committee makes a recommendation to the dean. The dean, then, renders a decision in the case. The decision is immediately communicated, in writing, to the student, the instructor concerned, and the committee.

3. The student and the instructor have the right to appeal the decision of the school dean to the Office of the Provost. If this is done, the Provost or his designee will review all of the information and, if the Provost determines appropriate, will refer the matter to a committee** who will investigate the situation further and render a decision in the case.

The decision of the committee will be communicated by the Provost to all parties involved.

*****This committee may have representation from other academic schools as well as other professionals who have expertise in the particular discipline under discussion.

******Composed of four faculty representatives and a senior student(s).

THE GORDON RULE

In November 2005, the State Board of Education and the Florida Board of Governors adopted revisions to Administrative Rule 6A-10.030 (Gordon Rule), which eliminated the word count component of the October 1982 policy.

Some B-CU courses, which are required by the General Education Program, may also be used to satisfy the Gordon Rule. Prior to receiving a bachelor's degree from the university, a student shall successfully complete the following:

- "Six (6) semester hours of English coursework and six (6) semester hours of additional coursework in which the student is required to demonstrate college-level English skills through multiple assignments. …An institution to which a student transfers shall accept courses so designated by the sending institution as meeting the writing requirements…"

- "For the purposes of this rule, a grade of "C" or higher shall be considered successful completion".

ACADEMIC TERMS

Fall Semester:	August - December
Spring Semester:	January - April
Summer Session A:	May and June
Summer Session B:	June and July
8 Week Sessions	

ACADEMIC HONESTY-HONOR CODE

A student is required to maintain an honor code. Charges of cheating on tests or examinations, plagiarism in the production of written papers, other products or processes will result in disciplinary action by the faculty and administration.

As members of an academic community, which places a high value on truth and the pursuit of knowledge, students are expected to be honest in every phase of their academic life and to present, as their own work, only that which is genuinely theirs. Students have the responsibility to maintain the highest standards of academic integrity and to refrain from cheating, plagiarism or any other form of academic dishonesty.

Students who are academically dishonest undermine the integrity of the University. If students receive recognition, the value of the recognition is diminished if the student is accused of academic dishonesty. In such cases, the reputation of the University and its graduates are jeopardized. Academic dishonesty hurts the University and is unfair to other students.

This information is intended to help students understand academic honesty and provide guidance on how to protect them from academic dishonesty. Consequently, students must maintain close communication with their instructors in order to clarify codes and conditions. A complete definition of academic dishonesty and disciplinary procedures are found in the University's Student Handbook.

When there is reason to suspect a student has violated either a University policy on academic honesty or the instructor's specific codes, as found in the course syllabus, the instructor should discuss the charges and the evidence with the student, preferably in private. Without taking punitive action, the instructor will submit a written report to the school dean through the department chair. The instructor’s report should include the charge against the student, evidence supporting the instructor's charge, and a summary of the discussion between the student and the instructor, including any admission or denial of guilt.

Upon receipt of the instructor's report, the school dean will inform the student, in writing, of his/her right to a hearing and enclose a copy of the instructor's entire report. The student will not be permitted to withdraw from the course during an academic dishonesty investigation. If the student does not request a hearing by the school dean, the dean will render a decision and, subsequently, notify the instructor and the student.

A copy of the dean’s decision will be forwarded to the Provost. If the student chooses to appeal the dean's decision:

1. The student will be permitted five (5) school days from receipt of the dean's letter to request an appeal before the Administrative Panel. The letter requesting the appeal shall be submitted to the Provost.
2. If the request for appeal is granted, then the Provost will schedule a hearing.
3. At the appeal hearing, all parties will have an opportunity to respond to the charges, to present evidence and/or argument on all issues involved, and to present rebuttal evidence. The hearing will be conducted in an informal but orderly manner.
4. The decision of the Administrative Panel is considered to be final.

COURSE SUBSTITUTIONS

A course substitution does not mean the removal of a course or grade from the transcript; however, students may request that transfer courses taken at other institutions be substituted for courses required in degree programs at Bethune-Cookman University. The substituted courses will not affect the student's grade point average at Bethune-Cookman University.

Students may request that courses taken at Bethune-Cookman University be substituted for courses required in their major area for graduation. If students substitute a course for a major requirement, the rule for the course grade requirement of the major area applies to the substituted course. Substituted courses will not be used as grade forgiveness.

Students must obtain the Course Substitution Request Form from the Student Success Center and obtain appropriate signatures for processing: the department chair of the area responsible for the substituted course, the dean of the academic school that offers the course, and the student success coach. The form must then be submitted to the Office of the Provost for final approval.

CREDIT BY EXAMINATION

Students desiring credit for a course through examination must contact the department chair of the area which offers the course. SOME COURSES ARE NOT AVAILABLE FOR CREDIT BY EXAMINATION.

Credit may be earned for no more than two courses through CREDIT BY EXAMINATION.

If the course in question is available for Credit by Examination and approved by the department chair, the student follows the following steps:

1. The student makes arrangements to take the examination (date, time, place, who will be administering the exam) with the department chair.
2. The student picks up the Credit by Examination Form from the Student Success Center.
3. The student goes to the Office of Student Accounts to determine the cost for the class which is based on the number of credit hours. The student then goes to the Cashier's Office to pay for the examination.
4. The student takes the form and the receipt, showing that the examination has been paid, to the department chair or instructor administering the examination. NO EXAMINATION IS TO BE ADMINISTERED WITHOUT PROOF OF PAYMENT.
5. The student takes the examination and leaves all paperwork with the instructor. IF THE EXAMINATION IS FAILED, THE STUDENT LOSES THE PAYMENT FOR THE EXAM. Credit by Examination earns only credit hours. The grade is not calculated in the student's grade point average.

INDEPENDENT STUDY

1. Independent Study may take place only after other alternatives have been exhausted.
2. Independent Study must be approved by the instructor, the department chair, the school dean, and the Provost.
3. Independent Study may be taken only during the student's final two semesters and only if there is an absolute need for the course in order to satisfy major area requirements for graduation.
4. Independent Study may be taken only by matriculating students who are in acceptable standing.
5. Independent Study may be administered only by full-time faculty.
6. Independent Study courses are limited to **two (2)** during the student's matriculation.
7. A student will pay the normal course fee for an Independent Study course.
8. Under no circumstances will Independent Study be approved after two weeks from the start of a semester or after the first week of a summer session.
9. Independent Study must be for a course listed in the undergraduate catalog.
10. This Independent Study policy applies to all students.

ADD-DROP POLICY

Adding a Class

Students desiring to add a course may do so only during the registration period until the last day of late registration. Approval of the student's academic student success coach is necessary before any course change can be made. Added courses are not finalized until appropriate forms are submitted to the Office of the Registrar.

Dropping a Class

A student desiring to drop a course should initiate drop procedures with the classroom instructor. A course may be dropped from the first day of classes to the last day of the drop period as defined in the University calendar. Dropped classes are not official until appropriate forms are completed by the student success coach and submitted to the Office of the Registrar.

A reduction in course hours (less than 12) may jeopardize a student's eligibility to receive financial aid benefits and participate in campus and intercollegiate activities.

Academic Honors

1. Students are eligible for academic honors at the end of each semester, if they have earned the following averages while carrying at least 12 college-level semester credit hours:

President's List, grade point average of 3.75 or above; Dean's List, grade point average of 3.50 through 3.74; Honor Roll, grade point average of 3.25 through 3.49; and Honorable Mention, grade point average of 3.0 through 3.24.

2. Students are eligible for the following honors at graduation for excellence in scholarship on the basis of the minimum designated cumulative grade point average (CGPA): cum laude, 3.25; magna cum laude, 3.5; summa cum laude, 3.75. Students receiving these honors must have completed at least two years (60 semester hours) of residence at Bethune-Cookman University.
3. Upon the recommendation of the Dean of the Honors College, "Honors Program Graduate" will be written on the diploma of an Honors Program student who has completed 21 college-level semester credit hours of honors courses and who has maintained a CGPA of 3.3.

NOTE: Bethune-Cookman University does not round off grade point averages. Therefore, grade point averages will NOT be rounded off to determine senior class rankings or academic honors.

ACADEMIC PROBATION AND DISMISSAL POLICY

Proposed Combined Policy (Revised 10.25.12)
Approved by APCC 10/31/10

The following table indicates the academic status of students based on number of semester hours, percentage of credits earned (PACE), and classification.

Semester Hours	*PACE*	*Class*	*Minimum Acceptable Standing*	*Automatic Dismissal**
1 – 27	60%	Freshman	1.85	Below 1.85
28 – 57	67%	Sophomore	2.00	Below 2.00
58 – 91	70%	Junior	2.00	Below 2.00
92 - and up	70%	Senior	2.00	Below 2.00

See the Dismissed Student Appeal Process on the following page for additional information.
PACE is calculated as follows: Credits * Earned/Attempted x 100 = PACE %

In addition, Federal financial aid will be provided for up to 150% of the credit hours required to complete the Undergraduate or Graduate degree. This includes transfer credits from other schools attended. To assist students in maintaining financial aid eligibility, Bethune-Cookman University's Office of Financial Aid will send all students, who have reached or exceeded a total of 160 credit hours, a warning letter. It is recommended that students visit their respective student success coach for guidance and an evaluation of the credits remaining in order to stay within the Federal requirements of 150%.

Maximum Time Frame is calculated as follows:
Mass Communication Degree = 120 Total credit hours
120 X 150% = 180 Maximum credit hours allowed

SATISFACTORY ACADEMIC PROGRESS (SAP):

A student who fails to meet the percentage of credit earned (PACE) and minimum acceptable standing (cumulative grade point average) stated in the Academic Probation and Dismissal Policy will be dismissed after two consecutive academic semesters. After the student's first semester below the minimum acceptable standing grade point average, the student will receive a letter of notification.

Academic probation and dismissal will be indicated on the student's transcript. Students who fail to meet the minimum acceptable standing after the second academic appeal may no longer qualify for financial aid. If the student is academically dismissed, he or she has the right to appeal for readmission.

Students who are academically dismissed may enroll in the University's Summer Term A or B session. However, summer enrollment may negatively affect the student's financial aid status and grade point average. Students are advised to check with a financial aid counselor and student success coach prior to Summer Term registration.

DISMISSED STUDENTS MAY APPEAL FOR READMISSION

Appeal Process

Dismissed students may appeal the academic dismissal. Students may submit applications for appeal to the Student Success Center. In addition to the application for appeals, the student must meet with Student Success Center staff to develop an academic plan. Freshman students must meet with student success coaches in Freshman College.

The first application for appeal will be reviewed by an appeals committee to determine probationary approval for the next semester. If after the probationary approval, students do not meet the minimum standards to remain at the University, they may submit a second appeal.

Readmitted students will be required to complete an academic success plan. Readmitted students will receive official notification of the specific conditions, if they receive a favorable response to their appeal requests. Should the committee fail to recommend continuation, the student will be dismissed and will remain on academic dismissal for at least one semester. In order to reenter the University, following at least one semester out on academic dismissal, students must complete a readmission application, which is available in the Office of the Registrar.

GRADUATION REQUIREMENTS:

Only students, who have completed all academic requirements and all financial aid obligations, will be allowed to participate in commencement exercises. Additionally, the Office of the Registrar must receive all official transcripts, which include transfer credits necessary for satisfying graduation requirements, **BEFORE** a student is allowed to participate in commencement exercises.

Students graduate under the catalog in effect at the time of their initial undergraduate enrollment as a degree-seeking student at B-CU, provided they maintain continuous enrollment (registration for and completion of at least one course for one term in an academic year). Students who do not maintain continuous enrollment will be assigned the catalog in effect at the time they resume enrollment. Students with the approval of their academic school dean may choose to graduate under the requirements of a later catalog, but they must fulfill all graduation requirements from that alternative catalog year.

Students must meet and/or satisfy the following requirements in order to be graduated from Bethune-Cookman University:

A. Satisfactorily complete a major in a field of study with a minimum of 120 semester hours of course work and have a minimum cumulative grade point average of "C" or 2.0.

B. Pass, at a predetermined level, a senior exit examination. The senior exit examination may also include a standardized/state mandated examination as well as a major area comprehensive examination.

C. Complete a senior research paper or project and an oral defense.

D. File an Application for Graduation with the Office of the Registrar no less than 60 days prior to the graduation date.

E. Demonstrate sound ethical character and high standards of conduct consistent with the policies of the University.

F. Assume full responsibility for all financial obligations to the University, including participating in a financial aid exit interview through the Financial Aid Office. Reporting for the financial aid exit interview is a **FEDERAL GOVERNMENT REQUIREMENT** for students who have received assistance through federal student loans during their matriculation at Bethune-Cookman University.

G. Complete all work necessary for the removal of any incomplete grade in time for evaluation by the instructor and submission of the grade change to the Office of the Registrar.

H. Have on file in the Office of the Registrar all official transcripts for course work taken at other universities, especially if the course work is to be counted towards degree requirements.

I. Take at least 30 semester credit hours of coursework at Bethune-Cookman University. Exceptions must be approved by the Provost.

J. File resume/personal data sheet and references with the Center for Career and Program Services office, located on the first floor of the Parlin Student Center.

K. Return all books and, if necessary, pay all library fines to the University Cashier's Office.

L. Pay any and all outstanding parking fines to the University Cashier's Office.

RELEASE OF DIPLOMAS:

Diplomas are not released to students until all grades (including transfer grades) and test scores have been posted to the transcript. All final financial obligations, including the Financial Aid Exit Interview, must also have been satisfied through the Student Accounts Office and the Financial Aid Office before a student's diploma can be released.

INTELLECTUAL PROPERTY

PURPOSE

To set policy regarding trademarks copyrights, patents, and revenue related thereto.

ACCOUNTABILITY

Under the direction of the President, the Provost, the Vice President for Administrative Services and Finance, and the Academic Deans shall ensure compliance with this policy. The Office of Institutional Research, Planning and Effectiveness shall implement this policy. The Deans shall ensure that each new faculty member receives a copy of this policy or is directed to it in the Faculty Handbook or on the B-CU web site.

APPLICABILITY

This policy applies to all faculty members, staff, students and any other person employed by Bethune-Cookman University.

1. General Policy

1.1. As an institution of higher learning, Bethune-Cookman University is entrusted with the responsibility to facilitate application of scientific, technical, artistic, and intellectual endeavors for public use and to provide for an equitable disposition of interests among the authors or inventors, the University and, where applicable, the sponsoring or contracting funding source.

1.2. The University recognizes that faculty, staff, or student research and scholarship may result in materials subject to intellectual property protection, including material subject to copyright or patent protection. It is the policy of the University that such research and scholarship should be undertaken to serve the public interest by encouraging scholarly activity without regard to potential financial gain. However, the University recognizes that appropriate recognition and incentives should be given to sponsors, inventors, and authors.

1.3. The Intellectual Property Policy, as adopted, shall apply to all faculty, staff, students, and to anyone using university facilities or supervised by university personnel. Individuals employed by, enrolled in, or using university facilities agree to abide by this policy as a condition of their employment, enrollment, or use.

2. Definitions

The following terms shall have the following meanings for purposes of this policy:

a. "**Commissioned Projects**": Works or Inventions created or developed (1) specifically or predominantly for use by or at B-CU, or (2) at the request or on behalf of B-CU, or (3) under the specific direction of, or (4) by a person acting within the scope of his or her employment at B-CU, or (5) under a written contract between the Developer and B-CU, or (6) under a contract between B-CU and an external agency. "Traditional Works of Scholarship" will not be considered "Institutional Works" for the purposes of this policy.

b. "**Developer(s)**": The individual or group of individuals who create material subject to copyright or patent protection. The term Developer, as applicable, is co-extensive with the term "author" as used in the Copyright Act (17 U.S.C. §102) and the term "inventor" as determined by the Patent Act (35 U.S.C.A. §100 et. seq.)**.**

c. "**Institutional Resources**": Tangible resources provided by B-CU to a Developer, including, but not limited to, financial resources, office space, lab space, equipment, electronic network resources (both hardware and software), support personnel, secretarial support, research, teaching and lab assistants, assistance from graduate students or work-aid students, media specialists or illustrators, supplies, and utilities. The term "financial resources" as used herein includes grants and contracts or awards made to B-CU by an extramural sponsor.

d. **Instructional Materials.** Works created by or for instruction of B-CU students, including but not limited to textbooks, study guides, outlines, and other classroom materials.

e. **Inventions.** Material that is subject to patent protection under the Patent Act, (35 U.S.C.A. §100 et. seq.), which provides that patent protection is granted to

"whoever invents or discovers any new and useful process, machine, manufacture, or composition of matter, or any new and useful improvement thereof."

f. **Trademarks.** Words, designs, or devices that are subject to trademark protection in the University under the Lanham Act, (15 U.S.C.A. §1051 et. seq), which provides that trademark protection is granted to "any word, name, symbol, or device, or any combination thereof used . . . to identify and distinguish his or her goods, including a unique product, from those manufactured or sold by others and to indicate the source of the goods, even if that source is unknown."

g. **Traditional Works of Scholarship.** Works reflecting research and/or creativity which is considered evidence of accomplishment in the Developer's academic discipline or professional field, and is specifically created to be predominately used by persons or entities other than B-CU and/or its students. Such works include, but are not limited to, books, book chapters, journal articles, abstracts, student theses, plays, poems, pictorial and sculptural works, films, cassettes, musical compositions and other literary works, to the extent that such works do not fall within the scope of the term "Commissioned Projects."

h**. "Works."** Material that is subject to copyright protection under the Copyright Act, (17 U.S.C.A. §101, et seq.), which provides that copyright protection subsists in "original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device."

3. Trademark Usage

3.1. Trademarks may only be used with the permission of the University. Requests for trademark usage must be directed to Fiscal and Financial Affairs.

4. Copyright Ownership and Revenues.

4.1. Copyright ownership of Commissioned Projects shall vest in the University at the time of creation. Notwithstanding the foregoing, copyright ownership of Instructional Materials shall vest in the Developer at the time of creation.

4.2 The owner of the copyright shall have the exclusive right and authority to determine whether the work shall be licensed or otherwise transferred and, if so, the terms and conditions of such license, except that:

4.2.1. The Developer of any Instructional Material shall grant a perpetual, non-exclusive, non-sub licensable, royalty-free license in the Instructional Material to the University; and

4.2.2. The University shall seek input from the Developer of any work that the University has determined to license or otherwise transfer if, and only if, the Developer is still employed by the University.

4.3. Any and all monetary revenues derived from a Commissioned Work shall be paid to the University, which shall retain fifty percent (50%) and pay fifty percent (50%), in equal shares, to the Developer(s).

5. Patent Ownership and Revenues.

5.1. Developers shall assign any and all patent rights in any Invention resulting from a Commissioned Project or the use of Institutional Resources to the University. The University shall have the exclusive right and authority to determine whether the work shall be licensed or otherwise transferred and, if so, the terms and conditions of such license or transfer, except that the University shall seek input from the Developer of any Invention that the University has determined to license or otherwise transfer if, and only if, the Developer is still employed by the University.

5.2 Any and all monetary revenues derived from a patent shall be paid to the University, which shall retain fifty percent (50%) and pay fifty percent (50%), in equal shares, to the Developer(s).

6. Sponsored Research or Development.

6.1. In the event that a Work or Invention is created, subject to a contract with a third party sponsor, then the contract may vary the terms of copyright ownership and revenue distribution if, and only if, the University has approved and is a signatory to the contract

Graduation Day

CIVIC PARTICIPATION AND SOCIAL RESPONSIBILITY

Bethune-Cookman University's commitment to Civic Engagement and Social Responsibility is, in part, reflected in its official motto, "Enter to Learn . . . . Depart to Serve." The University has a history of civic engagement, the spirit of service and outreach has been one of the institution's guiding principles since its founding in 1904.

The University is proud to be known as a Periclean institution of higher learning and has made a commitment to Project Pericles, Inc., an organization that was founded by its President and CEO, philanthropist, Mr. Eugene Lang. Our commitment is to educate students to become engaged, motivated citizens who are prepared to function in a democracy. Therefore, the undergraduate curriculum includes learning opportunities that promote social responsibility and participatory citizenship, in the classroom, on campus, and in the community. Through Project Pericles' activities and programming, students are exposed to film series, debates, guest lecturers, petition drives, city commission meetings, political task force issues and initiatives, and a wealth of other citizen engagement opportunities.

In addition, each of the academic schools provide service learning activities that promote civic participation and social responsibility. For example, , the Professional Development School

Partnership with Westside Elementary (grades K-5) and the School of Education is based on a shared vision and focus on collaborative initiatives that support the mission and strategic plans at both schools. As a partnership, faculty members, classroom teachers, and teacher candidates work together to continuously improve instruction, academic excellence, school culture, and build stronger community relationships. As another example, the Volunteer Income Tax Assistance (VITA) program in the School of Business provides free preparation of individual federal income tax returns for community residents and Bethune-Cookman University students.

The Bethune-Cookman University Odessa Chambliss Wellness Center functions to improve health literacy in order to decrease racial/ethnic disparities in illness, injury and death related to chronic diseases. Students matriculating through the Center learn that individuals can be empowered to make lifestyle changes that improve their health if they are given understandable, culturally sensitive information about health issues. In partnership with local health service institutions, students identify and develop strategies to address health disparities and the social determinants that impact health. The Center is an integral part of the University’s commitment to health equity, students learn that we all share responsibility to help our fellow citizens attain their full potential with no one being disadvantaged from achieving this potential because of their race, ethnicity, gender or social position.

The University's commitment to Civic Participation and Social Responsibility is not confined to the efforts and activities of its students. Faculty members, staff, and administrators are committed to the axiom that, "service is the price you pay for the space you take." Therefore the entire Bethune-Cookman University family embraces Dr. Bethune’s command in her Last Will and Testament “We must spread out as far and as fast as we can, but we must also help each other as we go.”

RESEARCH

Bethune-Cookman University has built a reputation as an emerging center for research, particularly in the areas of the natural and social sciences. External funds, derived from contracts and grants from private foundations, as well as local, state, and federal agencies, are used to support the research, and research opportunities for students and faculty members, and to improve research facilities.

Some of the significant research efforts involve the University’s service learning and civic engagement outreach programs, teaching and learning strategies, Computer Science and Nanotechnology, environmental science, health disparities among the African American and lower income communities, strategies to reduce juvenile delinquency, and instructional materials development in the basic skills, political activities, and sociological phenomena.

Modern Language Research is done in the University’s International Studies Abroad program; in International Business Languages and Cultures; in Foreign Language proficiency; and Foreign Language for Functional Uses in various career programs, such as Medical Personnel, Social

Services, Business and Finance, as well as for Law Enforcement and teachers in multicultural classrooms.

Each academic school also requires their senior students to write a senior research paper. A faculty committee selects the best senior thesis paper from each school for publication in the Undergraduate Research Journal which is published by the University annually. The journal accomplishes the goals of showcasing graduating seniors and providing models of research and writing excellence for the larger student body.

Many of the University's faculty and staff members have distinguished themselves through work in their various disciplines and are renowned in their fields. Faculty members are (a) listed in some of the most prestigious publications including, but not limited to, *Who's Who in American Education* and *Who's Who in America*. University faculty members are also recipients of numerous awards and citations, including "keys" to various cities. Faculty members hold memberships in such professional societies and organizations as Phi Beta Kappa, Beta Kappa Psi, Pi Lambda Theta, Phi Kappa Phi, and the American Chemical Society. Both faculty members and students present their research findings at state, national, and international meetings and conferences.

Individualized Instruction

DIVISION OF ACADEMIC AFFAIRS

ACADEMIC SCHOOLS AND PROGRAMS

Information regarding academic programming at the University is found on the following pages. Additional information may be obtained from the deans and department chairs of each academic school. The University reserves the right to withdraw or modify any course or to change instructors of courses as deemed necessary. Class locations are included on the registration schedules that are provided to students each semester and are posted on the University's website.

Historical Faith Hall; Administrative Offices for Freshman College

DEGREES

Bethune-Cookman University confers the Bachelor's and Master's Degrees in the following major fields:

Bachelor of Arts Degree CIP*Codes

English 23.0101
English Education 6-12/ESOL.....13.1305
History 54.0101
International Studies/International Affairs 45.0901
Mass Communications 09.0102
Music 50.0901
Music Recording Technology 50.0913
Music Education K-12 .....13.1312
Political Science 45.1001
Religion and Philosophy 38.9999
Social Science Education K-12 .....13.1318
Sociology 45.1101
Speech Communication 23.1001

Bachelor of Science Degree

Accounting 52.0301
Biology 26.0101
Biology Education 6-12 .....13.1322
Business Administration 52.0201
Business Education 6-12 .....13.1303
Chemistry 40.0501
Computer Engineering 14.0901
Computer Information Systems 11.0401
Computer Science 11.0701
Criminal Justice 43.0199
Elementary Education K-6/ESOL 13.1202
Exceptional Student Education K-12/ESOL 13.1011
Gerontology 30.1101
Hospitality Management 52.0904
Integrated Environmental Science 03.0104
International Business 52.1101
Mathematics 27.0101
Nursing (or with RN-BSN Track) 51.1601
Physical Education K-12 .....13.1314
Physical Education – Recreation 31.0101
Psychology 42.0101

Masters of Science Degree (Refer to the current Graduate catalog for details)

Transformative Leadership 52.0206
Integrated Environmental Science 03.0104

*Classification of Instructional Programs: 2000 edition

COMPUTING SERVICES AND RESOURCES

All residential halls are wired for access to the Internet. Personal computers, workstations, and specialized computing equipment, found in computing labs throughout campus, are available to all registered students. Computing laboratories are available in the Swisher Library/Learning Resources Center, Gross Science Hall, Gainous Science Annex, Harrison Rhodes Hall, Holmes Business Building, Kottle Hall, Faith Hall, General Studies Building, Fine Arts Center, Robinson Memorial Music Hall, Cookman Hall, the Living Learning Center, Meigs Hall, Joyner Hall, JaFlo Davis Hall, LeFevre Hall, Bronson Hall, Bronson Annex, Curtis Hall, and Lee-Rhyant Hall Wireless Internet access is also available at a variety of locations on campus, including the Science Building, Kottle Hall, Swisher Library, the Student Center, the Holmes Business Building, Moore Gymnasium, and lounge areas located inside of residential halls.

Students have access to computers that have a wide range of compatibilities, including personal computers that run the latest versions of Microsoft and Apple operating systems and Sun Solaris workstations that are connected to the University's academic computing network. Most computer labs run the latest Microsoft Office software, including Access, Excel, FrontPage, PowerPoint, and Word. There are specialized Multimedia/MIDI Workstations in the Robinson Music Laboratory and computerized Digital Recording systems in the Audio-Logic Recording Studio. A DS3 line connects the network to the Internet. All academic buildings on campus are connected to the network through fiber optics, providing Internet access to all academic buildings on campus. Also, Bethune-Cookman University is connected to Internet2, the high-speed academic research network. The Center for Information Technology (CIT) provides email addresses for all registered students, faculty, staff, and alumni.

Students are urged to make maximum use of the computing equipment for preparing papers and for increasing their skills in computer science and computer information techniques. Student Technical Services provides hardware, software and networking technical support through the Center for Information Technology Help Desk for both residential hall students and commuting students.

ACADEMIC SUPPORT SERVICES

Bethune-Cookman University provides a broad array of academic support services for students designed to support them from matriculation to graduation. Academic support services are offered through both the Office of Academic Affairs and the Division of Enrollment Management and Student Development. The primary intent of these services is to promote a positive and caring environment that supports student learning consistent with the University mission. These services include academic tutoring, college preparation support, academic counseling, study skills lab, advisement support, testing services, honors program, and preparation for graduate school.

DEFINITION OF ACADEMIC SUPPORT SERVICES

Bethune-Cookman University defines academic support services as the collection of curricular and co-curricular services that are designed to enhance the academic experiences of all students. Specifically, these services help students to establish and achieve academic goals and foster academic success through integrated programs that enhance retention and graduation.

The institution publishes academic services in the Student Handbook, special brochures, and on the University website. Additional information such as contact information and times of availability of academic support services is also distributed during new student orientations, library and tutorial lab orientations, and published in course syllabi.

THE FRESHMAN COLLEGE

The Freshman College is a comprehensive first- year experience designed to provide students with a historical context in which to view the school and the core values that are important to the institution. Further, Freshman College provides a network of resources to help students as they matriculate so that students are prepared for success in their upper- level classes. The Freshman College does this with a core of dedicated faculty, staff and Student Success Coaches who are committed to the success of first- year students and who understand the unique challenges of the first-year experience.

ACADEMIC TUTORIAL LABS

Bethune-Cookman University provides assistance to students through Tutorial Labs that are available to all enrolled students. These labs provide both one-on-one and computer-based support linked directly to the University's mission to support the academic needs of students in reading, math, writing, business, education, and the natural sciences. Faculty can refer students to the tutorial labs based on course or program performance. The tutorial labs are equipped with instructional materials and staffed with qualified personnel to provide a prescriptive level of support to all Bethune-Cookman students. The University provides a staff of computer technicians, a network specialist, and lab specialists that maintain these labs, supervise student use, and serve as resources to faculty for evaluating course/program-specific software. Technological support for learning will be a priority for development over the next two years, and major improvements will be made as part of the Quality Enhancement Plan (QEP).

STUDENT SUCCESS CENTER

The Student Success Center (SSC) provides academic resources, referrals, and services to Bethune-Cookman University (B-CU) sophomores, juniors and seniors. Our team of Student Success Coaches is committed to assisting students in their personal and professional development as they matriculate towards the completion of their college degree. The SSC offers academic advisement to students with at least 28 earned college credits, counseling to students who are in academic distress, early alert monitoring, success workshops, and one-on-one tutoring in courses. In addition, the SSC serves as the main hub on campus in connecting students to academic resources and services.

At B-CU, Success Coaches provide students with the opportunity to build relationships between faculty, staff and their peers for the purpose of planning their educational career, learning the skills needed for academic success, and learning how to access the resources and services that are available to them on the B-CU campus. Resources and services include, but are not limited to:

- Academic and Career Advising
- Campus and Community Referrals
- Student Appeals
- Early Alert Monitoring
- Student Success Workshops
- Repository for Commonly Used Forms
    - Drop/Add/Transient Request
    - Course Overrides
    - Withdrawal
    - Change of Major
    - Transcript Request
    - Grade Forgiveness
    - Grade Change
- Tutoring
- Supplemental Instruction

Academic and career advising is a collaborative educational process whereby students are partners in meeting and ensuring academic, personal, and career goals. This partnership requires proactive participation and involvement by both parties and is built over the student's entire educational career at B-CU. Both parties have clear responsibilities for ensuring that this partnership is successful.

Referral Services

The Student Success Center also serves as the main hub for referring students to resources on and off campus. In part, the SSC is designed to streamline academic protocols and processes by directing sophomores, juniors, and seniors in the University towards the many support services provided across campus. Referral services include, but are not limited to:

- Academic Schools
- Library
- Computer Information Technology
- Student Involvement
- Disability Services
- Residence Life
- Health and Counseling Services
- Financial Aid and Student Accounts

- Athletics
- Honors College
- International Student Services

Academic Forms
The Student Success Center is the centralized location of official forms needed by students who wish to initiate a change in their **academic status, major, grade, or course**. In an effort to provide a one-stop shop, all academic forms regarding such changes are housed in the SSC. Examples of forms include:

Change of Major/Grade	SAP/Academic Appeals	Grade Forgiveness
Transient Student Form	Add/Drop Form	Withdrawal Form

ACADEMIC SUPPORT SERVICES FOR STUDENT-ATHLETES

Bethune-Cookman University is a member of the Middle Eastern Athletic Conference (MEAC) and has over 300 student-athletes in 17 sports. The goal and responsibility of the Office of Student-Athlete Support (OSAS) is the implementation of services which assist, direct, support and promote student development, academic achievement, academic athletic eligibility, and progress toward graduation. The academic support program is in place to help our student-athletes meet the unique academic challenges facing any collegiate student-athlete attempting to compete at the Division I level.

ASSESSMENT AND EVALUATION

The Office of Assessment and Evaluation provides extensive testing accommodations for Bethune-Cookman University students and the surrounding community.

- Placement Testing – The Office of Assessment and Evaluation administers examinations to freshmen and transfer students for placement in reading, English, and mathematics. All entering students will be evaluated for placement testing and/or exemptions.

- College Credit - Bethune-Cookman University is a participant in the Advanced Placement Program (AP) and the International Baccalaureate Diploma Program (IB). If the student meets the criteria set forth by each academic area, then the student may receive college credit for courses covering similar material. Students must apply through the Office of Assessment and Evaluation during the first six weeks of their first semester enrolled at Bethune-Cookman University.

- College-Level Examination Program (CLEP©) - The College-Level Examination Program (CLEP) tests by the College Board are offered to students who are able to demonstrate the knowledge and skills required by the subject examinations. Students can receive course credit by earning qualifying scores on CLEP examinations. Additional

information regarding the CLEP exams is available at http://clep.collegeboard.org/exams/offered or in the Assessment Offices in the L. Gale Lemerand Building (Nursing Build).

- National Test Center - The University also serves as a national test center for limited test offerings of the Educational Testing Service (ETS), including subject examinations of the Graduate Record Examinations (GRE) and Law School Admission Test (LSAT).

- Collegiate Assessment of Academic Proficiency Test (CAAP). This is a special test that measures how much students know about a particular subject. Sections included on the test are Reading, Mathematics, Science, Critical Thinking, Writing Skills, and Essay. Except for the essay portion, all tests are in a multiple choice format. Calculators are allowed.

ADA Compliance – Individuals requiring special testing accommodations needs must submit documentation of a professional diagnostic evaluation not older than 3 years to the Office of Student Disability Services (ext. 2170).

HONORS COLLEGE

Mission Statement

The mission of the Honors College is to provide students with exceptional educational and personal growth opportunities within the context of an active community of students and faculty that share a dedication to academic distinction and personal scholarly achievement. The Honors College provides conventional coursework, labs, intensive seminars, symposiums, conferences, workshops, field trips, internships, fellowships, honor societies, study-abroad, student selected research projects and service experiences in a curricular array suitable for students from their freshmen to senior year. The Honors College and its programs provide rigorous, creative, faculty-student engagement, a dedication to academic integrity, and community enrichment.

Philosophy of the Honors College

The Honors College is devoted to providing an array of formal and informal learning opportunities intended to deepen each student's overall experience at Bethune-Cookman University. Our goal is to encourage interaction between students and faculty that stimulates intellectual and student self-growth. We are dedicated to working with the rest of the B-CU faculty to develop well-crafted curricula as the foundation for the Honors College.

To achieve this, the Honors College heightens the level of communications at B-CU by promoting and nurturing in Honors students a direction of intellectual quest, and an inspired approach to learning. The Honors College joins the larger University community in promoting the significance of life-long learning among its students, faculty, administration and staff.

Students in Honors College are Presidential, Excelsior and Merit Scholars. Also, students with 3.3 and above GPA with approval of the Dean of Honors College are considered for Honors College.

General Education Curriculum - Honors

EN 134-135 - College English I and II, Honors - 6 hours

MAT 141 - College Algebra, Honors - 3 hours

MAT 142 - College Mathematics, Honors - 3 hours

MAT 143 - Applied Calculus I, Honors* - 3 hours

MAT 144 - Applied Calculus II, Honors* - 3 hours

RE 261 - Critical Reading, Honors - 3 hours

RP 240 - Ethics, Honors - 3 hours

BI 150 - General Biology*, Honors - 3 hours

PH 240 - Physical Science*, Honors - 3 hours

HI 140 - African-American History, Honors - 3 hours

SC 240 - Introduction to Effective Oral Communication, Honors - 3 hours

HU 233 - Romanticism to Contemporary Humanities, Honors – 3 hours

RP 230 - Ethics, Honors – 3 hours

RP 241- Religions of the World, Honors – 3 hours

THE CARL S. SWISHER LIBRARY/LEARNING RESOURCES CENTER

The library collection contains over 140,000 volumes, as well as print and electronic periodicals, microforms and other electronic media. An online Public Access Catalog (OPAC) provides access to the library collection via the internet. The collection is housed in open stacks except for special collections.

The Library features a Local Area Network (LAN) with access to the Internet and subscribed online databases that include ProQuest, EBSCO, Britannica Online, ERIC, Lexis-Nexis, Journal Storage, Black Studies Center, CREDO, and others other prominent scholarly resources.

As a member of the Northeast Florida Library Network (NEFLIN), Independent Colleges and Universities of Florida (ICUF), Historically Black and Colleges and Universities Library Alliance, and LYRASIS, the Swisher Library has access to other resources and collections in Florida and around the country through consortia agreements and inter-library loan programs.

The Carl S. Swisher Library/Learning Resource Center (LRC) also houses a number of conference rooms for group study, an exhibition area, a bibliographic Instructional room (BI) for class presentations, a computer center, and the university archives. Special collections include the Mary McLeod Bethune, the Attica Collection, and the Black Collection of books by and about Blacks. The archival area is the repository for documentary, photographic and other materials of historic value to the University. Although the Library provides wireless access for laptop computers, there are also 3 computer labs computers which have a total of 97 computers throughout the building.

The Swisher Library/LRC serves as a major focus for improving learning, teaching, and research. It addresses the academic, administrative, and cultural needs of the University through the provision of resources identified above as well as consultative services offered to faculty, staff, students, and visitors.

ACADEMIC COMPUTING

The Office of Academic Computing has established a Student Support Program that focuses on student success in the areas of technology use and support. Students also have access to computer labs throughout campus. Each computer lab has access to all necessary hardware and software used for instruction at B-CU. Students receive training on the use of Blackboard through their instructor. Students are also offered several training opportunities with software that is used in their courses. Students may also request one-on-one training through Academic Computing.

CAREER AND PROGRAM SERVICES

The Office of Career and Programs Services provides individual and group career based sessions assisting students in the career development process. Our area offers career assessment inventories, employability skills sessions, such as Resume Writing, Mock Interviewing, Networking, Internships, The Job Application Process and many others.

Recruiters and Human Resource Professionals also facilitate career/internship sessions providing essential information regarding their companies and other professional development initiatives.

A Graduate School Fair is held in the Fall and our annual Career Fair in the Spring. Preparation sessions are held prior to each event.

Among the services provided is graduate school counseling, a service by which students are advised on the process of applying for and obtaining graduate study.

Wildcats getting fit with Fun Run

THE GENERAL EDUCATION CURRICULUM

INTRODUCTION:

The General Education Curriculum is a coordinated program of courses that provide opportunities for students enrolled in Bethune-Cookman University to demonstrate the general education competencies. The General Education Curriculum is a substantial component of each undergraduate degree, ensures a breadth of knowledge, and is based on a coherent rationale. The required coursework does not narrowly focus on skills, techniques, and procedures specific to a particular occupation or profession; instead, coursework draws from the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/mathematics.

MISSION FOR THE PROGRAM:

Undergirding the General Education Curriculum is the University's stated mission, "To serve in the Christian tradition the diverse educational, social, and cultural needs of its students and to develop in them the desire and capacity for continuous intellectual and professional growth, leadership and service to others." The General Education Curriculum provides all students, regardless of major, with a liberal arts foundation. Each baccalaureate degree is strengthened as a result of the inclusion of general education competencies that are required for every matriculating student.

PHILOSOPHY AND RATIONALE:

The primary goal of the general education program at Bethune-Cookman University is to provide a solid foundation in the areas of reading, English, and mathematics, and promote a commitment to a liberal arts core of courses designed to enrich the curriculum while providing skills and content necessary for success in major courses. Student Learning Outcomes exist for each general education course and directly support the Institutional Student Learning Outcomes: complex cognitive skills, practical knowledge and competency, appreciation of human differences and commonalities, and an integrated sense of identity and civic responsibility.

The University's General Education Curriculum core includes 39 credit hours of mission-aligned courses such as: English/Speech (9 credits), Reading (3), math (6), science (6), humanities (3), modern language (3), PE Activity (1), freshman seminar (Service Projects) (2), religion (3), and African-American history (3). These courses provide general education competencies and highlight the University's focus on intellectual growth, leadership, service, its Christian tradition, and recognition of its ethnic heritage. Upon completing the General Education core courses, B-CU students will demonstrate:

1. Knowledge and appreciation of the contributions of African-Americans in a pluralistic global society through a study of diverse cultures, religions, languages, and value systems of the world.

2. Creative and critical thinking for improved problem solving and decision-making for self and others.
3. A developing sense of identity that incorporates personal wellness.
4. Application of Standard English in oral and written communication.
5. Quantitative reasoning through application of knowledge, skills, and competencies in science and math.
6. Application of basic research techniques including the ability to document electronic and print sources for a specific discipline.
7. Technological literacy for successful matriculation in a degree program.

GENERAL EDUCATION CURRICULUM

All Bethune-Cookman University students are required to complete the following courses:

Physical Education……..……..1 Semester hour
Marching Band and ROTC courses can substitute for this requirement.
PE Physical Education Activity 1 credit hour
(not required for students who are 30 or older at matriculation)

Literacy……...……..11 Semester hours

- EN 131 - College English I **and**
- EN 132 - College English I **or**
- EN 134 - Honors College English I
- EN 135 - Honors College English II
- FC 110 - Freshman Seminar I
- FC 111 - Freshman Seminar II
- RE 131 - Cultural Literacy **or** RE 260 - Critical Reading
- RE 261 - Honors Critical Reading or

Math and Science……12 Semester hours

Math

- MAT 131 - Math for Liberal Arts **and**
- MAT 132 - College Mathematic**s or**
- MAT 134 **-** College Algebra **and**
  (Science majors)
- MAT 136 - Analytical Trigonometry **or**
  (Science majors)
- MAT 141 - College Algebra, Honors
- MAT 142 - College Mathematics, Honors
- MAB 138 - Applied Business Calculus
  (Business majors)
- BI 131 - General Biology (for non-science majors**) or**
- BI 150 - General Biology, Honors (for non-science majors) **and one of the following**

- CH 131 - Introductory Chemistry*** **or**
- ES 130 - Introduction to Environmental Sciences **or**
- PH 228 - An Introduction to Astronomy*** **or**
- PH 230 - Physical Science*** **or**
- PH 240 - Physical Science (For Honors only)

Social Sciences ……3 Semester hours
- HI 130 - African American History

Humanities ……12 Semester hours
- SC 230 - Introduction to Effective Oral Communication **or**
- SC 240 - Introduction to Effective Oral Communication, (For Honors only)

Any one of the following:
- HU 231 - Ancient to Medieval Humanities
- HU 232 - Renaissance to early Romantic Era Humanities
- HU 233 - Romanticism to Contemporary Humanities

Modern Language (3 credit hours): French, German, Greek, or Spanish
- ML 131 **or**
- ML 132 **or**
- Equivalent

Religion and Philosophy……..3 Semester hours
RP Elective (200-300)

Total ……..39 Semester hours

Speech Proficiency Examination

The Speech Proficiency Examination is a 20-minute oral exam and is available to students who have completed EN 131. It is also available to students who are currently enrolled in EN 132. Passage of the Speech Proficiency Examination gives the student the option of taking another speech communication or theatre arts course to satisfy the 3-hour general education speech requirement (SC 230). Testing is by appointment. Interested students should call 386-481-2713.

Notes: *Transfer students without the Associate of Arts degree may satisfy general education requirements through credits accepted from previous institutions.

***Not required for science and math majors.

COURSE DESCRIPTIONS FOR GENERAL EDUCATION CURRICULUM

EN 131 - College English I **3 semester hours**

Prerequisite: EN 125 or an acceptable placement score. Co-requisite: RE 131. College English I is the first of two sequential courses in college-level writing covering various rhetorical strategies. The course teaches principles for non-fiction prose, from pre-writing and organizing through revising and editing. Students are required to read, discuss, and analyze essays, and autobiographical or biographical selections. Students are required to write several essays and a short documented research paper.

EN 132 - College English II **3 semester hours**

Prerequisite: Students must have successfully completed EN 131 in order to enroll in EN 132. College English II is the second of two sequential courses. An emphasis is placed on writing about literature using different rhetorical strategies. Short stories, essays, poetry, drama, and novels provide the basis for advanced essay writing and practice in literary analysis. Research and documentation are included. Students should be prepared to write extensively.

EN 134 - Honors College English I **3 semester hours**

A course designed to assist selected freshmen in the development of a clearer, more precise and individualistic style in both oral and written discourse through research, intensive study, and practice in efficient reading and writing techniques. (Honors Program)

EN 135 - Honors College English II **3 semester hours**

A continuation of the academic program for EN 134 Honors. Emphasis will be placed on extensive reading and analyses of a variety of literary genres and the development of vocabulary and style appropriate for advanced studies. Research projects are required. (Honors Program)

FC 110 - Freshman Seminar I **1 semester hour**

Freshmen Seminar is a one-credit course required of all freshman students with 18 or less earned credit hours. This course is designed to assist freshmen with enhancing their academic skills while introducing them to campus life at Bethune-Cookman University. While building relationships with faculty and fellow students, new freshmen will think critically, read, discuss and write about topics selected for their seminar course. Opportunities are also provided to improve basic skills and explore various campus resources.

FC 111 - Freshman Seminar II **1 semester hour**

Freshman Seminar II is a one credit course required of all second-semester freshmen with 28 or less earned credit hours. This one-credit course provides students with a self-paced information gathering process designed for incoming students who are having difficulty deciding on a career choice. The course also assists students to become familiar with a wide range of campus resources that can assist them in their career exploration. Topics include work-related interests, values, clarification and identification of abilities.

FC 200 - Mathematical Concepts for Math Avoiders **3 semester hours**

The course provides students with real-life mathematics examples that enhance learning opportunities, fill gaps in skill sets, provide techniques for learning and retaining mathematics,

and improve math study skills in order to build student confidence and reduce math avoidance or anxiety.

MAT 131 Liberal Arts Mathematics 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or an S in MAT 125. Topics include voting techniques, fair division, apportionment, graph theory, linear and exponential growth, financial mathematics, and history of mathematics. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 132 College Mathematics 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or an S in MAT 125. Topics include set theory, symbolic logic, counting principles, probability, statistics, geometry, and applications. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 134 College Algebra 3 semester hours
Prerequisites: An appropriate score on an approved mathematics examination and/or an S in MAT 125. This course is intended to instill critical thinking skills and the algebra skills necessary for further studies in mathematics and science. Topics include functions, function properties, graphs, operations on functions, working with a variety of equations, functions, and expressions including linear, quadratic, absolute value, radical, exponential, and logarithmic, inverse functions, and applications.

MAT 135 – Pre Calculus 3 Semester hours
Pre-requisite: Appropriate score on the Bethune-Cookman University mathematics placement test or a grade of C or higher in MAT 134 or equivalent transfer credit. This course is intended to provide algebra skills necessary for Calculus. Topics include exponential, logarithmic, polynomial, and rational functions; polynomial and rational inequalities; systems of equations; sequences and series; induction and the binomial theorem.

MAT 136 - Analytical Trigonometry 3 semester hours
Pre-requisite: Appropriate score on the Bethune-Cookman mathematics placement test or a grade of C or higher in MAT 134 or equivalent transfer credit. This course is designed to instill critical thinking skills and technical knowledge in the area of trigonometry. Topics include trigonometric functions, inverse trigonometric functions, trigonometric identities, conditional trigonometric equations, solutions of triangles, vector algebra, polar coordinates, and trigonometric forms of complex numbers.

MAT 141 - College Algebra, Honors 3 semester hours
A course in college algebra, which covers topics that are not generally available to students not enrolled in honors algebra; namely, polynomials, rational expressions, linear and nonlinear equations and inequalities, linear systems of equations and inequalities, complex numbers, radicals, exponents, and graphing. The honors course differs both in depth and extension by the

inclusion of the field axioms of the set of real numbers, the fundamental theorem of algebra, synthetic division, the remainder and factor theorems, exponential and logarithmic functions with applications to the physical and social sciences, and a careful exposition of fundamental concepts. Additional topics in this course may include matrix algebra and linear programming.

MAT 142 - College Mathematics, Honors **3 semester hours**

A course in college mathematics that includes sets, logic, counting systems, geometry, probability and statistics. Additional topics in this course may include matrix algebra and linear programming.

RE 131 - Cultural Literacy **3 semester hours**

This course is designed to acquaint students to the critical reading and thinking process at a foundational level. Using The Life and Legacy of Mary McLeod Bethune, students will critically examine Dr. Bethune's legacy's impact on culture to encourage empathy and civic responsibility. Skills will focus on fact and opinions, tone and purpose, persuasive techniques, arguments, and inferences. The Legacy Project is required for successful completion of this course.

RE 260 - Critical Reading **3 semester hours**

Prerequisites: EN 131. This course is designed for second semester sophomores. The course uses a textbook as an introduction and/or review of the critical reading skills that are then used for interaction with selected readings and the "shared inquiry" method of instruction. This class advances critical reading and critical thinking skills through guided discussion and oral and written reports. Special attention will be placed on developing the analytical and interpretive skills necessary in completing the General Education Program. EXIT REQUIREMENT: pass final exam and a standardized reading test.

RE 261 – Honors Critical Reading **3 semester hours**

A course designed to develop critical reading, comprehension, and thinking skills through a guided study of selected great works of literature. Students will develop critical analysis skills through the discussions and written evaluations of assigned readings. (Honors Program)

COURSE DESCRIPTIONS FOR ACADEMIC SUPPORT SKILLS BUILDING COURSES

EN 125 - Writing for Academic Success **3 semester hours**

In this course, students will learn about the various stages of the writing process, from brainstorming ideas and developing a thesis to revising work and polishing it for an intended audience. In preparing to take various assessments, students will learn valuable skills that will serve them throughout their college career. Students will develop academic writing skills by learning to: identify key ideas within a reading passage; write a brief summary of the key ideas in the reading; demonstrate basic critical thinking in response to these key ideas; identify a key idea in the reading passage and present a clearly written response to that idea; write an essay

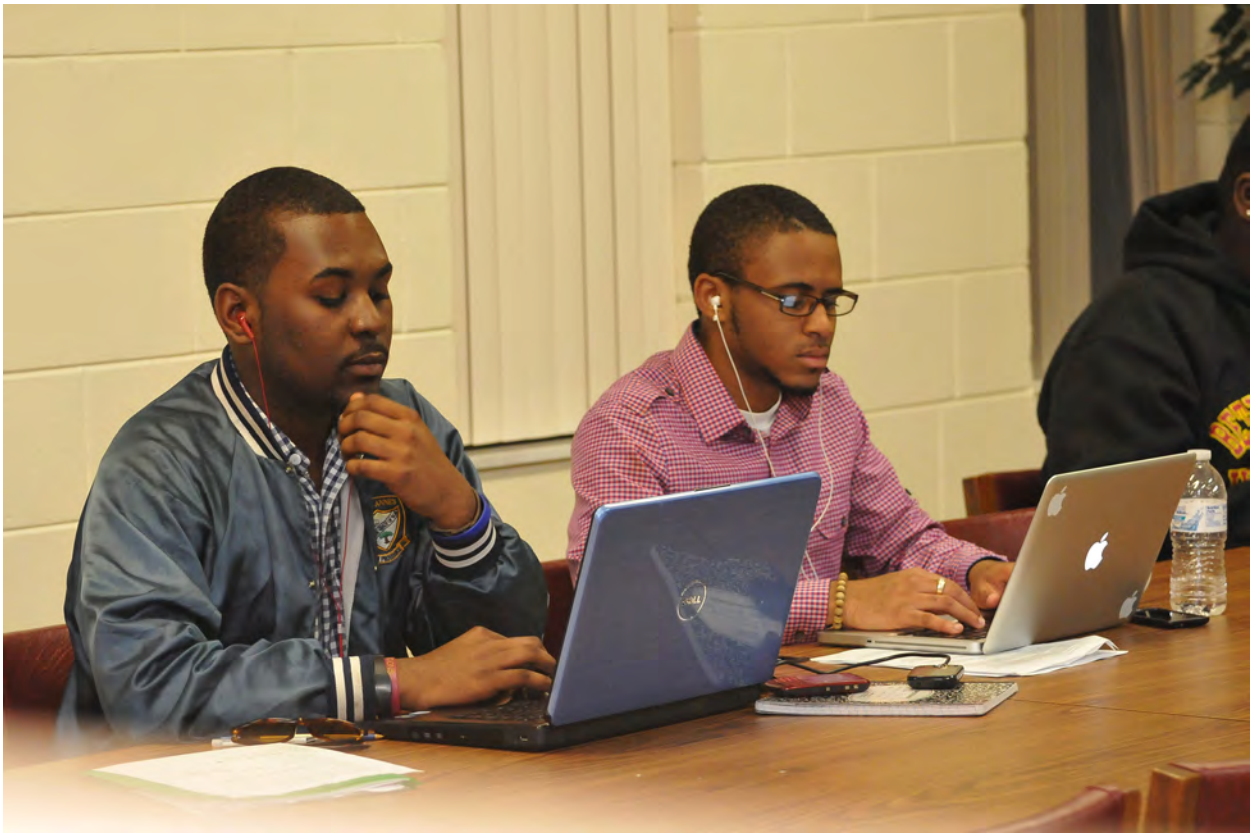
that is well organized and shows connections between ideas; support ideas with relevant personal experience, readings, schoolwork, and/or other sources of information; demonstrate competence in sentence construction, sentence variety, and word choice; and demonstrate correct usage, grammar, and mechanics.

MAT 125 - Beginning Algebra **3 Semester hours**

This course is a review of arithmetic involving basic operations of whole numbers, fractions, decimals and percentages. Additional topics include an introduction to algebraic concepts such as graphing linear equations in two variables, polynomials and properties of exponents, and factoring.

RE 125 - Critical Literacy **3 semester hours**

This foundational course is designed to cover the fundamentals of critical reading and thinking. Skills will include main idea, supporting details, thought patterns, and inferences. In addition, this course will increase students' oral and written communications through vocabulary development. The Legacy Project using Dr. Mary McLeod Bethune's Last Will and Testament is required for successful completion of this course.



Students Using Technology to enhance Learning.

Fine Arts Building

SCHOOL OF ARTS AND HUMANITIES

The School of Arts and Humanities is a community of faculty, staff and students, who engage in life-changing experiences that challenge the mind, touch the soul, and lift the spirit. The academic programs housed in the School of Arts and Humanities actively seek to provide our students with the latest technologies and the most up to date creative and intellectual experiences. The six departments that make up the School of Arts and Humanities represent far more than a means of obtaining a degree; they represent an opportunity for a complete learning experience on an intellectual, emotional, and spiritual level. Guided by an outstanding faculty, students gain knowledge, values, and skills that encourage personal growth and prepare them for graduate studies, careers, and community services.

The School of Arts and Humanities also provides service and support courses for the fulfillment of the English, Reading, Religion and Philosophy, and Speech requirements of the General Education Program.

THE SCHOOL OF ARTS AND HUMANITIES MISSION

The mission of the School of Arts and Humanities is to promote the realization of the overall mission of Bethune-Cookman University and to prepare students for a globally-focused, ever-changing diverse environment by providing scholarly, creative and professionally planned programs and activities through the exchange of language, religious and philosophical discussions, visual arts, musical performances, mass and speech communications, the humanities and literature, which forms a foundation of scholarship that seeks, creates, and explores connections across conventional academic disciplines while inculcating true Christian values that are based on faith, scholarship and service.

THE SCHOOL OF ARTS AND HUMANITIES VISION

The vision of the School of Arts and Humanities is the achievement of academic and professional excellence in its undergraduate programs. All degree-granting programs are grounded in liberal arts and designed to develop leadership skills, with special focus on scholarship, service, global understanding and multicultural communication. Internship and service learning programs provide strong bridges between learning and application of knowledge, values and skills.

The School of Arts and Humanities Goals

Goal 1. Ensure Student Satisfaction and Student Success through Programs and Support Services.

Priority: The School of Arts and Humanities will continue to foster student achievement through excellence in curriculum, teaching, learning and services that meet multiple

needs. Student-centered programs and support services will identify student goals and individual needs, and will facilitate student retention, completion and goal achievement.

Goal 2. Ensure Broad-Based Education.

Priority: The School of Arts and Humanities is committed to developing life-long learners who are competent problem-solvers, critical thinkers, effective communicators, ethical citizens and technologically literate contributors to the global community. Students will achieve a broad-based perspective through liberal learning.

Goal 3. Expand the School's Commitment to Professional Development.

Priority: The School of Arts and Humanities will continue to create an intellectual stimulating, innovative and exciting environment that encourages its entire faculty and staff to grow professionally and personally, to seek out and implement best practices and to contribute to the school's nurturing and student-centered environment.

Goal 4: Maximize Resource Distribution.

Priority: The school of Arts and Humanities will enhance our ability to change lives by focusing resources more efficiently and effectively, implementing a more data-driven planning and budgeting process that supports a student-centered focus while incorporating increased accountability into evaluation processes.

Goal 5: Model Community Leadership.

Priority: The School of Arts and Humanities will build stronger community ties and model community leadership by serving as a resource and convener for enlightened discourse on vital community issues regarding environmental stewardship, social justice, non-partisan politics and culture.

THE SCHOOL OF ARTS AND HUMANITIES OBJECTIVES

The School of Arts and Humanities focuses on a student-centered learning environment. Within this setting, students and faculty can explore the many dimensions of the human experience as conveyed in religious, philosophical, literary, linguistic, artistic, musical, communications, global and cultural traditions and perspectives.

The courses, programs, activities and events within the School of Arts and Humanities provide opportunities for students to enhance:

- Critical thinking and communication skills
- Team-building and leadership skills
- Creativity
- Information literacy
- Ethical and spiritual development
- Social responsibility
- Respect for diversity

- Global citizenship

The School of Arts and Humanities seeks to promote:

1. Humanness, compassion, recognition of the worth, dignity, rights and responsibilities of the individual student.
2. Leaders whose wholeness of educational development embraces specialization in chosen disciplines as well as breadth of learning experiences, which assures versatility in the world of work.
3. Education in the art of making a living in one's chosen life style while making a living in a highly competitive technological society.
4. Understanding and goodwill (personal, national, international) to humankind in the pluralistic American society and diverse cultures of the world.
5. Critical and logical assessment of individual and group problems. The assessment is based on objective analysis and commitment to the discovery of truth through systematic problem-solving processes.
6. Learning in the arts in our everyday living.
7. Completion of requirements of all degree programs.

THE SCHOOL OF ARTS AND HUMANITIES PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

1. Graduates will apply critical thinking skills to reflect, analyze, and evaluate information and experiences using discipline-specific theories, terminology, and paradigms as measured in discipline-specific exit exams, senior papers, projects, and/or portfolios at an acceptable level on a rubric.

2. Graduates will demonstrate practical knowledge and competency in one or more of the following disciplines: Language Arts; Mass Communication; Music; Religion, Philosophy and Humanities; Speech Communication, Theatre and Visual Arts as measured through discipline-specific exit exams, senior papers, projects and/or portfolios at an acceptable level on a rubric.

3. Graduates will communicate clearly, concisely and correctly in written and spoken English in order to write and orally present an academic paper or project using appropriate investigative and research strategies and use computer and audio-visual technology.

4. Graduates will articulate value-centered positions on global issues that evidence awareness of commonalities and differences across diverse cultures through discipline-related papers/presentations at an acceptable level on a rubric.

5. Graduates will demonstrate civic engagement, productive teamwork, and personal responsibility as measured through discipline-related field experiences at an acceptable level on a rubric.

6. Graduates will demonstrate a passion for lifelong learning and growth by entrance into a wide range of careers, graduate programs, or professional schools to be shown by job entries and graduate school admissions.

MAJOR AND MINOR PROGRAMS

1. Degree of Bachelor of Arts in the following areas:
    - English
    - Mass Communication
    - Music
    - Religion and Philosophy
    - Speech Communication

Note: Students majoring in Mass Communication may concentrate on courses in Journalism, Broadcast Production/Technology, or News Editorial and Public Relations/Advertising.

Students majoring in Music may concentrate on courses in Performance or Music Technology.

Students majoring in Speech Communication may concentrate on courses in General Speech Communication, Speech Communication Interdisciplinary Studies, or Theatre Arts/Performance.

2. Minors in the following areas in conjunction with the Degree of Bachelor of Arts:
    - Art
    - English
    - Modern Language (French, German or Spanish)
    - Mass Communication
    - Music
    - Religion and Philosophy
    - Speech Communication
    - Theatre Arts

Note: A minor shall consist of 18 semester hours, and the grade “C” (2.0) or better for all classes taken toward the minor must be earned.

ADMISSION REQUIREMENTS

Students seeking admission into a major program in the School of Arts and Humanities must complete all requirements for General Education as identified in the undergraduate catalog. A cumulative grade point average of 2.0

General Requirements

The requirements and objectives, which are discussed in this section, apply to the School of Arts and Humanities as a whole. Departmental requirements are given with the major area offerings. The following courses are required of all majors.

Humanities Professional Seminar

All School of Arts and Humanities majors are required to register for the Humanities Professional Seminar of their department every semester. The school seminar meets once a month on the last Friday of every month. Department seminar meetings will convene every week on Fridays to provide students with the opportunity to become better acquainted with their chosen field. A letter grade is assigned for participation in the seminar, and the grade appears on every student's transcript, even though no hour credit is earned.

HU 180 Humanities Professional Seminar **0 Semester Hours**
Freshmen should register for this seminar.

HU 280 Humanities Professional Seminar **0 Semester Hours**
Sophomores should register for this seminar.

HU 380 Humanities Professional Seminar **0 Semester Hours**
Juniors should register for this seminar.

HU 480 Humanities Professional Seminar **0 Semester Hours**
Seniors should register for this seminar.

Note: All students are encouraged to earn a cumulative grade point average of 2.0 or higher for all courses required to complete their program. However, for course credit toward graduation in a major area, students must earn at least a "C" grade. Before graduation, each student must pass an exit examination covering the major subject areas of their major and complete a senior level research paper.

THE DEPARTMENT OF ENGLISH

The Department of English offers the degree of Bachelor of Arts in English.

Note: Students desiring a Bachelor of Arts in English Education must contact the School of Education.

The Bachelor of Arts in English

The Bachelor of Arts in English prepares students for graduate and professional studies in any field and for unlimited career opportunities in which a strong foundation in English is essential. Students graduating from this program apply their skills and abilities in professions such as public relations staff, editor, writer, desktop publisher, reporter, legal assistant, and research assistant.

Minor in English

Majors of other disciplines may receive a minor in English by completing a minimum of 18 semester hours, not including EN 131, EN 132, and RE 260.

Admission to the English Program

Students are conditionally admitted to the program when they have fewer than 10 semester hours to complete their General Education requirement.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in English, students will demonstrate:

- Critical thinking and communication skills. Students will demonstrate the ability to analyze, synthesize, interpret and evaluate, and the ability to compose organized and grammatically proficient essays, use diction and syntax which demonstrate maturity, and do research using appropriate research tools and the Internet.
- Literary skills. Students will demonstrate the ability to appreciate and analyze literary works of various genres, periods, and nationalities.
- Humanistic values. Students will demonstrate the ability to recognize human worth, dignity and cultural differences.

Major Requirements

Students must complete a minimum of 123 hours, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2012-2013 **School of Arts and Humanities**

Bethune-Cookman University

English: Total Semester Hours=123

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
RE 131	**Cultural Literacy**	**3**	**BI 131**	**General Biology I**	**3**
CS 132	Computer Application	3	**BIL 131**	**General Biology I Lab**	**0**
ML 131	**Modern Language**	**3**	**ML 132**	**Modern Language**	**3**
HUC 180	Professional Seminar	0	____ ____	RP Elective (200 Level)	3
			HUC 180	Professional Seminar	0
	Total	**16**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
ML 231	**Modern Language**	**3**	**ML 232**	**Modern Language**	**3**
PE 111	**Physical Ed. Activity***	**1**	**HU 231-233**	**Humanities*****	**3**
HI 130	**African American History**	**3**	EN 240	Advanced Composition	3
RP ____	**RP Elective (200-300 Level)**	**3**	**SC 230**	**Intro/Oral Communication**	**3**
EN 220	Functional Grammar	3	PS 231	General Psychology	3
EN 210	Intro to Literary Analysis	3	HUC 280	Professional Seminar	0
HUC 280	Professional Seminar	0			
	Total	**16**		**Total**	**15**

Junior Year

First Semester			Second Semester		
EN 331	English Literature I	3	EN 332	English Literature II	3
____ ____	Science Elective	3	EN 335	Women in Literature	3
EN 250	Technical Communication	3	EN 270	Intro to Linguistics	3
EN ____	Major Elective****	3	EN 230	World Literature	3
EN 350	Post-Colonial Literature	3	____ ____	Free Elective	3
HUC 380	Professional Seminar	0	HUC 380	Professional Seminar	0
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
EN 440	Shakespeare	3	EN 334	American Literature	3
EN 340	Creative Writing	3	EN 336	Contemporary Literature	3
EN 499	Senior Seminar	3	EN 431-4	Major Author****	3
EN 320	African-American Literature	3	EN ____	Major Elective ****	3
EN 421-4	Special Topics****	3	____ ____	Free Elective (200-400 Level)	3
HUC 480	Professional Seminar	0	HUC 480	Professional Seminar	0
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**15**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
***** Major elective can be another Special Topic (EN 421-4), Major Author (431-4), or an Internship course (490)***

COURSE DESCRIPTIONS FOR ENGLISH

EN 131 - College English I **3 semester hours**

Pre-requisite: EN 122 or an acceptable score on the B-CU placement test, SAT, or ACT. This is the first of two sequential courses in freshman writing covering various rhetorical strategies. This course emphasizes developing skills for navigating the stages of writing, including pre-writing, organizing, drafting, revising and editing. Students are required to write a minimum of 6,000 words through informal writing activities, formal essays, and a documented paper. Students should be prepared to write extensively in this course and have their work reviewed through instructor conferences.

EN 132 - College English II **3 semester hours**

Pre-requisite: EN 131 or EN 134 or equivalent credit through Advanced Placement examination. This is the second of two sequential courses in freshman writing covering a variety of rhetorical strategies with an emphasis on choosing the most effective approach to suit purpose and audience. An emphasis is placed on using literature to inspire writing on a variety of relevant issues and subjects while continuing to reinforce the stages of the writing process. Research and documentation are included. Students should be prepared to write extensively and have their work reviewed through teacher conferences.

EN 134 - College English I Honors **3 semester hours**

Pre-requisite: Admission into the B-CU Honors Program. This is the first of two sequential courses in freshman writing covering various rhetorical strategies with an emphasis on a polished writer's voice and stylistic prose. Students are required to write a minimum of 8,000 words through informal writing activities, formal essays, and a documented paper. Students should be prepared to write extensively in this course and have their work reviewed through instructor conferences and peer editing groups.

EN 135 - College English II Honors **3 semester hours**

Prerequisite: Admission into the B-CU Honors Program and completion of EN 134.This is the second of two sequential courses in freshman writing covering a variety of rhetorical strategies and developing a stronger awareness of the most effective tone, voice, and style. Essays, short stories, poetry, and drama are discussed to inspire students to write on a wide variety of issues and interests while reinforcing the stages of the writing process. Student should be prepared to write extensively and have their work reviewed through teacher conferences and peer editing groups.

EN 210 - Introduction to Literary Analysis **3 semester hours**

Prerequisite: EN 131, EN 132 and RE 260. An introduction to literary analysis. This course embraces basic types of literature and will introduce close reading techniques of practical criticism and schools of critical approaches to literature.

EN 220 - Functional Grammar **3 semester hours**

Prerequisite: EN 132 and EN 132. A course emphasizing the purposes, principles and procedures of the various approaches (traditional, structural and transformational) to English grammar and oral usage. It includes the history of the English language with examinations along linguistic, political and social dimensions.

EN 230 - World Literature **3 semester hours**
Prerequisites: EN 131, EN 132, and RE 260. A study of world masterpieces and literary movements from the earliest period to the present day.

EN 240 - Advanced Composition **3 semester hours**
Prerequisite: EN 13, EN 132 and RE 260. This course focuses on advanced composition skills, with special attention given to standard American grammar usage and idioms, and the development of a mature voice and style in prose writing. A major component of the course also includes a study of research methodology and the research paper.

EN 250 - Technical Communication **3 semester hours**
Prerequisite: EN 131, EN 132 and RE 260. The course includes a study of various components of technical correspondence and a review of advanced composition skills. Emphasis will be placed on the production of a comprehensive technical document.

EN 270 - Introduction to Linguistics **3 semester hours**
Prerequisites: EN 131, EN 132 and RE 260 This course examines the changing nature of language, covers descriptive and prescriptive linguistics, phonology, morphology, semantics, and generative grammar. Special emphasis will be given to the historic and modern descriptions of anthropological linguistics, functionality, and treatment of practitioners in social contexts.

EN 320 - Black American Literature **3 semester hours**
Prerequisite: EN 131 and EN 132. For English majors, completion of EN 210 (Literary Analysis) is recommended. A historical survey and critical analysis of selected major African-American literature from the earliest vernacular records to the works of modern writers.

EN 331 - English Literature I **3 semester hours**
Prerequisites: EN 131, EN 132, and RE 260. For English majors, EN 210 (Literary Analysis) is required.This is a survey course of English literature from the Old English to neo-classical period.

EN 332 - English Literature II **3 semester hours**
Prerequisites: EN 131, EN 132, and RE 260. For English majors, completion of EN 210 (Literary Analysis) is required.This is a survey course of English literature from the Romantic period to the present, including literature of the British commonwealth.

EN 334 - American Literature **3 semester hours**
Prerequisite: EN 131 and 132. For English majors, completion of EN 210 Literary Analysis is required. A survey of major American writers from the pre-colonial period to the Twenty-first Century. American history, literary movements, philosophies and cultures that influenced the writers will also be examined.

EN 335 - Women in Literature **3 semester hours**
Prerequisite: EN 131, EN 132. A study of women in literature both as writers and as characters as well as how the literature defines feminist discourse.

EN 336 - Contemporary Literature **3 semester hours**

Prerequisite: EN 131 and EN 132. For English majors, completion of EN 210 Literary Analysis is recommended. The study of a variety of works by contemporary authors from different world cultures. These may include works from the major genres. Emphasis will be placed on critical approaches that are pertinent to each selection and to contemporary forms, movements, cultures or philosophies that may have informed each of these works. A particular focus on the study will be on the cultural challenges of comprehension as a result of cultural, dialectical and political differences.

EN 340 - Creative Writing **3 semester hours**

Prerequisite: EN 131, EN 132. A course examining literature to discuss writer's craft and style. Students will develop individual style through various genres of creative writing: creative nonfiction, fiction, poetry, and drama. Peer and teacher review will be emphasized in a workshop atmosphere.

EN 421-424 - Special Topics **3 semester hours**

Prerequisites: EN 131, EN 132, and RE 260. English majors must have completed EN 210. A course with a different focus each time it is offered. It examines literary and/or cultural movements and trends not otherwise covered in the curriculum. Topics may include Biography, African or Caribbean Literature, Diasporic Literature, American Science Fiction, Literature Of Death And Dying, Literature and Popular Culture, Immigration and Exile Literature, American Regional Literature, War Literature, etc.

EN 431-434 - Major Authors **3 semester hours**

Prerequisites: EN 131, EN 132, and RE260. English majors must have completed EN 210. An in-depth study of the body of work of either a single author or a small group of 2-3 authors related by period, tradition, or movement. This course will focus on the historical and cultural context within which the author(s) worked, their subject matter, the major critical trends that have attempted to make sense of their work, and their influence upon later writers.

EN 440 – Shakespeare **3 semester hours**

Prerequisite: EN 131, 132, and EN 240. A critical study of selected tragedies and comedies of Shakespeare.

EN 490 - Internship **3-6 semester hours**

The internship program is optional. The internship will provide students with experience in the construction and execution of off-campus research projects relevant to the discipline such as archival research, service learning writing project, and summer research study/grant at another approved institution. Departmental approval is required. Semester hours will depend on the department's evaluation of the workload.

EN 499 - Senior Seminar in English **3 semester hours**

Prerequisite: EN 240.Advanced work for qualified seniors in the intensive review of courses in the English program. Emphasis will be placed on a comprehensive examination, principles of research and a defense of the research paper.

RE 260 – Critical Reading 3 semester hours

Prerequisites: Students must have scored a COMPASS reading score of 85 or better or complete CARES REA 122, and EN 131. This course is designed for sophomores. The course uses a textbook(s) and novel as an introduction and/or reinforcement of literal and critical reading skills. The class advances critical reading, critical thinking skills, as well as writing, listening and speaking skills. To advance these skills the course uses group work, discussions, oral assignments, written exercises and research. Special attention is placed on developing rhetorical, analytical and interpretive skills necessary to complete the General Education program.

RE 261 – Honors Critical Reading 3 semester hours

Prerequisite: Admission into the B-CU Honors Program. This course is designed to further solidify the critical reading and comprehension skills of the Honors student, using both the textbook and selected great works of literature. Meaningful inquiry and literary analysis will lead to essays that are descriptive, philosophical and evaluative in nature. Projects, both written and oral, are at the heart of this course; the capstone project is a student symposium. Students of Honors Critical Reading will become effective college level readers, speakers and writers and will acquire advance the rhetorical, analytical, and interpretive skills necessary to navigate both the General Education program and individual programs of study.

DEPARTMENT OF MASS COMMUNICATIONS

The Department of Mass Communications offers the Bachelor of Arts degree in mass communications. Departmental course offerings are arranged in four areas of emphasis: broadcast journalism, broadcast production technology, news editorial and public relations/advertising. A student, with the consultation of an academic student success coach, will identify an emphasis area and design a course of study to complete the 120 semester-hour degree requirements. Student majors may select one of four emphasis areas in the department. Each emphasis area is designed to expose students to the theories and techniques used by media professionals in the emphasis area. An 18 hour minor is available to non-majors in each area of emphasis.

The Bachelor of Arts in Mass Communications

The study of Mass Communications is designed for students who are interested in pursuing careers in television, radio, print (newspapers, magazines, etc.), corporate communications, public relations and advertising. Mass Communications majors are expected to be actively involved in one or more of the following activities: Vision Student Chapter of the Florida Public Relations Association, National Association of Black Journalists, and Voice of the Wildcats, *UniverCity* magazine, WBCC-AM, WRWS-LPFM, or WM&G-TV.

Broadcast Journalism Emphasis

The Bachelor of Arts in mass communications (broadcast journalism) is designed for students who are interested in careers in the radio and television industry as writers, reporters or producers. The program provides a well-rounded, hands-on curriculum. This emphasis will expose student to news writing techniques, editorial judgment and the principles and practices of radio and television news production.

Broadcast Production Technology Emphasis

The Bachelor of Arts in mass communications (broadcast production technology) is designed to train students interested in the television and radio careers. Students learn about the use of production equipment, operations, visual-aural aesthetics, producing and directing, as well as editing, scriptwriting, research and management of telecommunications facilities. Students are encourages to gain experience at on campus facilities including: WM&G-TV a modern, television production studio with Avid nonlinear editors; two radio stations, WBCC-AM and WRWS-FM with Mac and Windows-based digital audio workstations. Basic course instruction is based in the Mass Communications multimedia Lab located in the Dr. Mary McLeod Bethune Performing Arts Center.

Journalism Emphasis (News Editorial)

The Bachelor of Arts in mass communications (news editorial) is designed for students who are interested in editing and writing careers in the print media. The program provides students with a well-rounded curriculum in areas such as fact gathering, news and feature writing, editorial judgment, editing and publication design.

Journalism Emphasis (Public Relations/Advertising)

The Bachelor of Arts in mass communications (public relations/advertising) is designed to prepare students who are interested in public relations career in the creation, sales, management and production of advertising in all aspects of communications (written and spoken) with important concepts in the social sciences.

Minor in Mass Communications

Majors of other disciplines may receive a minor in Mass Communications by completing a minimum of 18 semester hours in an area of emphasis in the Mass Communications course program.

Admission to the Mass Communications Program

Students are admitted to the program through a formal declaration of the major and application for upper level acceptance in the Mass Communication program upon completion of the requirements of General Education courses.

Department of Mass Communications Mission and Goals

The Department of Mass Communications mission is to support and fulfill the overall missions of Bethune-Cookman University and the School of Arts & Humanities by fostering academic excellence through effective teaching, community involvement and an appreciation for cultural diversity. The Department will engage students in a rigorous, ethical, skills-based curriculum which will prepare graduates to educate, inform, entertain and affect change in the greater global society while demonstrating strong Christian values.

PROGRAM STUDENT LEARNING OUTCOMES (PSLOs)

Following the completion of a major in Mass Communications, students will demonstrate:

- An ability to identify, evaluate, and synthesize information.
- A familiarity with the use of mass communications technologies in their course portfolio.
- An appreciation for ethical models as they apply to mass communications in oral presentation and thesis defense.
- Communication Skills, Competence and Preparation: Students will demonstrate the acquisition of the basic vocabulary, skills and professional preparation necessary for success in a career in mass communication.
- Leadership and Life Skills: Students will understand the value of team work in accomplishing shared goals and outcomes. They will identify the necessary skills to become “gate keepers” and in internship.
- Appreciation for the importance of diverse ideas, cultures and opinions in a contemporary society in by through research and writing of thesis paper or complete a project both judged by a committee.

Major Requirements

Students must complete a minimum of 120 hours, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2012-2013 **School of Arts and Humanities**

Bethune-Cookman University

Mass Communications: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
FC 110	**Freshman Seminar I**	**1**		**EN 132**	**College English II**	**3**	
EN 131	**College English I**	**3**		**MAT 132**	**College Math**	**3**	
RE 131	**Cultural Literacy**	**3**		**FC 111**	**Freshman Seminar II**	**1**	
MAT 131	**Math for Liberal Arts**	**3**		**BI 131**	**General Biology I**	**3**	
ML 131	**Modern Language**	**3**		**BIL 131**	**General Biology I Lab**	**0**	
PE 111	**Physical Ed. Activity***	**1**		**HI 130**	**African American History**	**3**	
MC 140	Mass Communication Seminar	1		MC 151	Intro to Mass Communications	3	
HUB 180	Professional Seminar	0		HUB 180	Professional Seminar	0	
	Total	**15**			**Total**	**16**	

Sophomore Year

First Semester				Second Semester			
HU 231-233	**Humanities*** **	**3**		**CS 132**	**Computer Applications I**	3	
____ ____	**Science Elective** **	**3**		**RP ____**	**RP Elective (200-300 Level)**	**3**	
SC 230	**Intro/Oral Communication**	**3**		MC ____	Emphasis Elective	3	
MC 240	Sophomore Practicum	1		MC ____	Emphasis Elective	3	
MC 250	Introduction to Journalism	3		MC ____	Emphasis Elective	3	
MC 252	Intro to Broadcast Production	3		HUB 280	Professional Seminar	0	
HUB 280	Professional Seminar	0					
	Total	**16**			**Total**	**15**	

Junior Year

First Semester				Second Semester			
MC ____	Emphasis Elective	3		MC 350	Mass Media Research	3	
MC ____	Emphasis Elective	3		MC ____	Emphasis Elective	3	
MC ____	Emphasis Elective	3		MC ____	Emphasis Elective	3	
MC ____	Emphasis Elective	3		MC ____	Emphasis Elective	3	
MC 340	Junior Practicum	1		MC ____	Emphasis Elective	3	
MC 361	Communications Graphics	3		HUB 380	Professional Seminar	0	
HUB 380	Professional Seminar	0					
	Total	**16**			**Total**	**15**	

Senior Year

First Semester				Second Semester			
MC ____	Emphasis Elective	3		MC 431	Communication Law	3	
MC ____	Emphasis Elective	3		MC 490	Internship	6	
MC ____	Emphasis Elective	3		MC ____	Major Elective#	3	
MC ____	Emphasis Elective	3					
MC 499	Senior Seminar	3					
HUB 480	Professional Seminar	0					
GRAD 450	University Graduation - UG	0					
	Total	**15**			**Total**	**12**	

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
 # *MC ____* Major Elective: Choose from level MC 300 and above

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MASS COMMUNICATION ELECTIVES

Mass Communications Emphasis Electives

Broadcast Journalism Emphasis

MC 275	Reporting Skills	3
MC 310	Announcing	3
MC 352	Radio Production I	3
MC 354	TV Production I	3
MC 355	Advanced TV Production	3
MC 356	Broadcast Programming I	3
MC 358	Writing for Electronic Media	3
MC 359	Broadcast Journalism	3
MC 367	Electronic News	3
MC 377	Public Affairs Reporting	3
MC 459	Public Opinion	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MG 300	Management & Organizational Behavior	3
POL 230	American Government **or**	3
POL 236	State & Local Government	3
TA 307	Voice Production	3

Broadcast Production Technology Emphasis

MC 310	Announcing	3
MC 352	Radio Production I	3
MC 353	Radio Production II	3
MC 354	TV Production I	3
MC 355	Advanced TV Production	3
MC 356	Broadcast Programming I	3
MC 357	Broadcast Programming II	3
MC 358	Writing for Electronic Media	3
MC 366	Advanced Radio Production	3
MC 464	News Media App's	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
POL ____	POL Elective (301-420 Level)	3

News Editorial Emphasis

MC 251	Desktop Publishing	3
MC 270	Reporting Skills - Print	3
MC 320	News editing	3
MC 330	Photojournalism	3
MC 342	Intro to Magazine Writing	3
MC 358	Writing for Electronic Media	3
MC 377	Public Affairs Reporting	3
MC 363	Public Relations Practices	3
MC 380	Magazine / Feature Writing	3
MC 455	Advertising Copywriting	3
MC 459	Public Opinion	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
POL ____	POL Elective (301-420 Level)	3
POL 230	American Government **or**	3
POL 236	State & Local Government	3

Public Relations / Advertising Emphasis

MC 251	Desktop Publishing	3
MC 253	Intro to Public Relations	3
MC 290	Public Relations Writing	3
MC 363	Public Relations Practices	3
MC 380	Magazine / Feature Writing	3
MC 391	Principles of Advertising	3
MC 455	Advertising /Copywriting	3
MC 458	Advertising & PR Campaign	3
MC 459	Public Opinion	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MC ____	Major Elective	3
MG 300	Management & Organizational Behavior	3
TA 307	Voice Productions	3
MK 341	Intro to Marketing	3
POL ____	POL Elective (301-420 Level)	3

MC ____ Major Elective: Choose from level MC 300 and above

COURSE DESCRIPTIONS FOR MASS COMMUNICATIONS

MC 140 - Mass Communications Seminar 3 semester hours
Required of all freshman Mass Communications majors. A course designed to introduce student majors to key concepts important for success in the mass communications industries. This course will expose students to professional and ethical demands of the various communications industries. Multiple pedagogical approaches will be used to introduce concepts vital to the successful mass communications professional.

MC 151 - Introduction to Mass Communications 3 semester hours
Prerequisite: EN 131 A course designed to introduce students majoring in mass communications to mass media. It explores the world of mass communications in television, film, radio, print (newspaper, magazines, comics) advertising, and electronic communications (computers and satellites). This course will serve as a basis for later work in specific areas of mass media. It is also intended to supply the necessary information to help the student become a critical consumer of the various forms of mass media.

MC 240 - Sophomore Practicum 1 semester hour
Prerequisites: Sophomore status and MC 140. Required of all Sophomore Mass Communications majors. This course assesses and reinforces concepts introduced to student in MC 140. This course continues to expose students to professional and ethical demands of the various communications industries. Multiple pedagogical approaches are used to measure student understanding of concepts presented in MC 140. Under special circumstances, students may be allowed to engage in practicum training outside the university from organizations in fields related to mass communications. An opportunity of field experience with credit for students to make contributions to the department and campus media-related facilities and offices including the journalism newsroom, WBCC-AM and/pr WRWS-LPFM, and the Bethune-Cookman University television production studio – WM&G-TV or performing public relations/advertising activities for campus or community organizations while receiving "hands-on experience" in the discipline.

MC 250 - Introduction to Journalism 3 semester hours
Prerequisites: EN 131, EN 132, and MC 151. An exploration and development of the basic technique of news writing and news gathering, develops in the student a sense of news value with emphasis on policy, principles, ethics and concepts basic to the field.

MC 251 - Desktop Publishing 3 semester hours
Prerequisites: EN 131, EN 132, CS 132 or CS 133, MC 151 and MC 250. This course will expose the student to basic design techniques and provide instruction in page layout and typography. The Macintosh computer and specialized software programs will be the basic teaching tools. This computer technology provides easier, more creative ways to reproduce news copy, illustrations and photographs.

MC 252 - Introduction to Broadcast Production 3 semester hours
Prerequisites: EN 131, EN 132, MC 151. An introductory course designed to give the students practical and theoretical insight into the technical and operational foundation of production in television, radio, film and new media applications.

MC 253 - Introduction to Public Relations 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250. An in-depth chronicle of the field of public relations. The course is designed to provide students with sufficient background information about the field which students can draw upon as they take more advanced courses. This course will explore the meaning, history, evolution and practices of public relations.

MC 270 - Reporting Skills – Print 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250. This course is a hands-on study of techniques used by reporters in newsgathering and news writing for print media. The course will include developing in-depth interviews, maintaining a beat, and reporting for news features.

MC 275 - Reporting Skills – Broadcast 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250, MC 252. This course will reinforce the student's current knowledge of the essentials of journalism by focusing on their storytelling and reportorial skills. They will concentrate on the intricacies of information gathering. Students will also learn the art of uncovering sources and leads as well as perfect their interviewing techniques. They will explore the construction of stories including lead development, story structure, use of quotes as well as the use of numerical data to support a story. This course will emphasize style, clarity but above all accuracy and responsibility in reporting.

MC 290 - Public Relations Writing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250 and MC 252. This course is designed to introduce students to the styles of public relations writing expected in the industry. Emphasis will be placed on helping students acquire and develop the format for writing various communications' collateral. Consequently, students will be better prepared to take the next step in the strategic process which includes creating publicity opportunities for a client, cause, or event.

MC 310 - Announcing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and SC 230. A laboratory intensive course dealing with basic principles of broadcast announcing and interviewing. Emphasis is given to fundamentals of voice projection, diction, timing, poise, narration and microphone techniques.

MC 320 - News Editing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, SC 230 and RE 260. Editing of news articles, evaluating news and its display; editing and rewriting copy for the mass media, with emphasis on the daily newspaper; news judgment, chairlines, makeup; and ethical problems.

MC 330 - Photojournalism 3 semester hours
Prerequisites: EN 131, EN 132, MC 151 and MC 250. This course is a comprehensive introduction to photography and its role and professional use in mass communication. The course will emphasize developing the photographic essay. Topic includes developing and printing black and white still photographs for publication.

MC 340 - Junior Practicum **1 semester hour**
Prerequisites: Junior Status and MC 140, MC 240. Required of all Junior Mass Communications majors. This course reinforces concepts introduced to student in MC 140 and MC 240. This course continues to expose students to professional and ethical demands of the various communications industries. Multiple pedagogical approaches are used to measure student understanding of concepts presented in MC 140 and MC 240. Under special circumstances, students may be allowed to engage in practicum training outside the university from organizations in fields related to communications. An opportunity of field experience with credit for students to make contributions to the department and campus media-related facilities and offices including the journalism newsroom, WBCC-AM and/pr WRWS-LPFM, and the Bethune-Cookman University television production studio – WM&G-TV, or performing public relations/advertising activities for campus or community organizations while receiving "hands-on experience" in the discipline.

MC 342 - Introduction to Magazine Writing **3 semester hours**
Prerequisites: EN 131, EN132, MC 151 and MC 250. Introductory course to magazine-style writing, including opinion pieces, first-person articles, and short features of 500 to 1000 words. Sources, guidelines and markets for magazine writing will be analyzed.

MC 350 - Mass Media Research **3 semester hours**
Prerequisites: EN 131, EN 132, MA 131 and MA 132 MC 151, MC 250 and MC 252. An introduction to research as it specifically applies to the field of mass communications. Major emphasis will be placed on a review of the theories and methodologies of research in the field of communications. Also to be included will be a basic understanding of developing research models, planning and managing investigations and surveys, as well as on the impact of research on society.

MC 352 - Radio Production I **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. Fundamentals of broadcast announcing, presentation and interviewing; audio control room procedures; audio recording, and editing; use of music and sound effects.

MC 353 - Radio Production II **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and MC 354. A course designed for intensive and intermediate study of audio production techniques and principles. Students apply basic audio production techniques to produce more advanced programming elements.

MC 354 - Television Production I **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. An introductory course designed to give the students practical and theoretical insight into the technical and operational foundation in television, radio, and film.

MC 355 - Advanced Television Production **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 352 and MC 354. A course designed to provide students with intensive and direct experience in the process of producing professional quality multi-track recording, using digital technology.

MC 356 - Broadcast Programming I **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. A survey of economics, standards and ethics of radio and television programming and management including station operations, management responsibilities, program formats, audience opinion surveys, and program analyses.

MC 357 - Broadcast Programming II **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and MC 356. Builds upon students' knowledge of broadcast programming I. Provides direct involvement in coordinating programs as they are aired. The role of program directors in on-air-situations, and preparation of weekly schedules for radio and television is explored.

MC 358 - Writing For The Electronic Media **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. A basic course in writing for the electronic media (educational and commercial); laboratory in program design and writing skills.

MC 359 - Broadcast Journalism **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and MC 358. Introduction to journalism, covering readings, news and commentary, writing, and reporting. Emphasis on electronic journalism techniques, simulation of on-the-air reporting and advanced news production.

MC 361 - Communications Graphics **3 semester hours**
Prerequisites: EN 131, EN 132, CS 132 or CS 133, MC 151, MC 250 and MC 252. Provides basic experiences in planning and producing a commonly used television studio, industrial display, and classroom graphics which are applicable in educational, industrial, and medical training programs. Emphasis on computer applications in production graphic design and layout.

MC 362 - Public Affairs Reporting – Print **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 270 and MC 320. Advanced training is given to students in the investigation and reporting of specialized public affairs such as civil and criminal court proceedings, elections, and issues involving corporate and financial institutions, political parties, education, the environment, and government. The course will include a component introducing students to online or “citizen” journalism in the coverage of these issues. Advanced training is given to students in the investigation and reporting of specialized public affairs such as conversations, civil and criminal court proceedings, and the discussion of issues by corporate and financial institutions, political parties and other organizations.

MC 363 - Public Relations Practices **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250 and MC 252. A study in principles, policies, practices and techniques of publicity writing in public relations. Layout of actual publicity materials including both print and broadcast. Preparation of information kits. Emphasis on actual usage with cooperating agencies.

MC 366 - Advanced Radio Production **3 semester hours**
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 352 and MC 355. A lecture-laboratory course for writing, research, persuasive communication, and the production of programs. Emphasis is placed on intensive practical hands-on experience of studio equipment.

MC 367 - Electronic News Gathering 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252. This course is designed to teach skills necessary to produce a television newscast. Students will learn the fundamentals of visually constructing a v/o, vo/sot and a package. They will also engage in producing, shooting and editing long form series pieces. The class will reinforce student's knowledge of digital newsgathering as well as nonlinear editing.

MC 377 - Public Affairs Reporting -- Broadcast 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 275 and MC 359. Advanced training is given to students in the investigation and reporting of specialized public affairs such as civil and criminal court proceedings, elections, and issues involving corporate and financial institutions, political parties, education, the environment, and government. The course will include a component introducing students to online or "citizen" journalism in the coverage of these issues. Advanced training is given to students in the investigation and reporting of specialized public affairs such as conversations, civil and criminal court proceedings, and the discussion of issues by corporate and financial institutions, political parties and other organizations.

MC 380 - Magazine and Feature Writing 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252 and MC 362. This course will analyze the market of current magazines and newspapers to determine readers' interests. It. examines the development of the magazine article from concept to finished product. Students explore specialized feature articles including profiles, feature sidebars, and the feature series.

MC 391 - Principles of Advertising 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252; and one of the following MC 354 or MC 361 or MC 363 or MC 380. This course looks at advertising in society. This course focuses on the communication aspects of advertising. Topics include types and functions of advertising and the fundamentals of broadcast and publications advertising.

MC 431 - Communications Law 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260; and one of the following MC 320 or MC 352 or MC 354 or MC 363. An exploration of the structure and the function of the law in its relationship to the mass media and the relevance of this relationship to the problems of coverage, libel, privacy and freedom of information act.

MC 455 - Advertising Copywriting 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252; and one of the following -- MC 352 or MC 354 or MC 361. Students will learn the methods for clearly defining the all important message and study the techniques for creating effective written pieces. Under the guidance of the instructor, students will work on real-life assignments. Examples of successful and not-so-successful creative pieces will compared, and various types of written material, including print ads, taglines, commercial scripts, direct mail pieces and website content, will be also reviewed. Theory and practice in advertising copywriting for print and electronic (television and radio) media. Students learn about the preparation and presentation of ads and commercials for consumer, business, industrial, corporate and public service advertisers.

MC 458 - Advertising and Public Relations Campaigns 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260, MC 363 and MC 455. This course deals with conceiving, researching, planning, executing and evaluating advertising and public relations campaigns for the print and broadcast media.

MC 459 - Public Opinion 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260; and one of the following MC 320 or MC 352 or MC 354 or MC 356 or MC 358 or MC 363. This course is a survey of principles, problems, techniques, and methodology for ascertaining public attitudes.

MC 464 - New Media Applications 3 semester hours
Prerequisites: EN 131, EN 132, CS 131 or CS 132, MC 151, MC 250, MC 252 and one of the following MC 251 or MC 352 or MC 354, MC 330 or MC 361. The purpose of this course is to introduce students to the concept of Media Convergence. Our traditional forms of media – print, television and radio are slowly but surely merging with the Internet. This class will allow students to discuss and debate this new technological trend.

MC 470 - Special Topics in Mass Communications 3 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, RE 260, SC 230 and one of the following MC 352 or MC 354, MC 361, MC 362, MC 363 or MC 380. This course allows the department to offer unique courses on an ad hoc basis that augment the core curriculum. Courses have included a variety of subject areas. May be repeated under different topics for a maximum of 6 hours credit.

MC 490 - Internship 6 semester hours
Prerequisites: EN 131, EN 132, MC 151, MC 250, MC 252, MC 340 and one of the following MC 352 or MC 354, MC 361, MC 363 or MC 380. Students and instructors concerned will select an appropriate work area related to the field of broadcasting or an appropriate communications area where the student may gain work experience or on the job training. Students must have an application on file prior to actual training.

MC 499 - Senior Seminar in Mass Communication 3 semester hours
Prerequisites: EN 131, EN 132, MA 131, MA 132, MC 151, MC 250, MC 252 MC 350. This course is an investigation and discussion of social problems, ethics and responsibilities as they relate to the mass communications industries. Senior thesis or professional project required.

SPECIAL ACADEMIC PROGRAMS AND STUDENT ORGANIZATIONS

The Mass Communications department gives students the opportunity to experience what it's like in the Mass media field. Not only do they get to use the finest high tech equipment and news worthy television studio, but they are also well trained in techniques that will prepare them for the real world. Each organization reinforces concepts and class discussions. Every student is required to join the organization of their interest The following student organizations are available for Mass Communications major as well as students throughout the institution:

Vision Student Chapter of the Florida Public Relations Association

Vision Student Chapter of the Florida Public Relations Association (FPRA) is an organization for public relation tracks and these students put together the mass communication conferences and plan and organize different events for different departments. FPRA was chartered during the fall 1998 term. Students have the opportunity to work on event planning such as Annual Massey Awards and fund raising. Students are able to practice persuasive writing and advertising copywriting in the Mass Communications multimedia laboratory (Fine Arts 329).

National Association of Black Journalists

The National Association of Black Journalists (NABJ) is an organization of journalists, students and media-related professionals that provides quality programs and services to and advocates on behalf of black journalists worldwide. A Bethune-Cookman University chapter of the National Association of Black Journalists was chartered during the spring 2009 term.

Voice of the Wildcats

Bethune-Cookman University's Voice of The Wildcats is the nationally award winning school newspaper. The National Scholastic Press Association has awarded "**Voice of the Wildcats"** first place in the nation for layout, artwork and investigative reporting. Student editors, reporters and graphic designers publish monthly during the fall and spring terms. The newspaper is produced in the Mass Communications laboratory (Fine Arts 124). The laboratory has 28 e-Mac computers. The lab is where the newspaper is developed and staffers get to be a part of an actual newsroom.

UniverCity Magazine

UniverCity is the campus magazine, covering entertainment, education, student organizations, fashion and other highlights. Students organize fashion shoots in various locations in beautiful Daytona Beach, and each issue has a theme. Founded in Spring 2009, the professional, full-color slick magazine is produced in the Mass Communications journalism laboratory (Fine Arts 124).

WBCC-AM

WBCC—AM 830 was originally a low-power carrier current radio station. The Facility has now been upgrade to a fully functional radio training facility. WBCC is located on the second floor of the Charles C. Parlin Student Center. All students will have access to train in this simulated on air environment as they program and manage the station. WBCC was recently renovated and students will have the capability to record talk shows, group dramatizations, and edit broadcast journalism interviews over the phone for the campus radio newscasts. The new and improved WBCC-AM station will also provide "live" mobile events and cover special events across the university campus.

WRWS-LPFM

On February 13, 2008, the Federal Communications Commission granted Bethune-Cookman University a Low-Power FM. This LPFM license gives the University a 100-Watt FM signal

with a 3-5 mile coverage area. WRWS-FM offers all B-CU students and members of the Daytona Beach community the opportunity to develop editorial, production and managements skills necessary for careers in the radio industry. Because WRWS-FM is a real-working broadcast facility, it is subject to FCC rules and regulations. That means WRWS will cater to B-CU's top-notch radio students, specifically those with a demonstrated track record of success in the classroom and at WBCC-AM. WRWS-LPFM is a designated community radio station and as such serves the University and the local community as a whole. WRWS-LPFM is currently housed in the Mary McLeod Bethune Performing Arts Center.

WM&G-TV

WM&G-TV is a state of the art student run campus television station broadcasting online and on portions of the Brighthouse cable system. The studio produces a thirty minute live newscast every week and carries live play by play of university athletics both online and through the cable system. WM&G-TV produces seven original programs weekly, is a fully-functioning high definition production facility using virtual studio technology through its dual TriCaster production systems. WM&G-TV produce all television production projects and original programming on campus from its studios in the Carl S. Swisher library.

DEPARTMENT OF MODERN LANGUAGES

The Department of Modern Languages offers students of every discipline a wide range of opportunities through its contributions to the General Education curriculum and service courses for other programs. Come experience both the intellectual and personal enrichment that comes with learning new languages, and encountering the diverse cultures that they represent. The Department of Modern Languages features some of the most skilled teaching faculty on campus, and much of the department's research is aimed at acquisition of different resources that enhance learning through literary and cultural studies as well as technology.

Department of Modern Languages Mission

The philosophy underlying the Department of Modern Languages can be summarized in Dr. Mary McLeod Bethune's famous mandate: "Enter to learn, depart to serve." Students come to gain knowledge across conventional academic disciplines as they acquire foreign language skills through specific instruction that includes training, observation, research and even direct experience. Thus, mind-fixing a new habit, a new code of communication, students learn not only to express themselves in another language, but also to understand a whole new culture quite different from their own. In addition, students receive a well rounded education that will enable them to serve their communities as experts in their fields as the program is inherently global in its focus.

Minor in Modern Languages

Majors of other disciplines may receive a minor in Modern Languages (French, German or Spanish). By completing a minimum of 18 semester hours in one language and culture, students are empowered with an increasingly valuable asset. Students who seek a minor in Modern

Languages should include the following courses as electives: MLF 331 (French) Advanced Composition and Conversation I, MLG 331 (German) Advanced Composition and Conversation I, or MLS (Spanish) Advanced Composition and Conversation I. Students majoring in Religion and Philosophy with an emphasis must of Christian Studies must take Greek to fulfill the language requirement.

Admission to the Modern Language Minor Program

All students (Full-Time or Part-Time) enrolled in a degree granting program is admitted to the minor in Modern Languages.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a minor in Modern Languages, students will demonstrate:

- Knowledge of the basic target language and is able to understand, speak, read and write it.
- Knowledge of cultural differences of people who speak the target language.
- Ability to use the library and technology skills to present reports and papers.

A General Education Requirement

Students must complete a minimum of 3 hours of a foreign language.

High School Language Stipulation

Any incoming student with two years of French, two years of German, or two years of Spanish in High School with a grade of A or B is required to start at MLF 231, MLG 231, or MLS 231 level.

The Study Abroad Program

The Study Abroad program is recommended although not required. However, it is required for those students who plan to intern abroad. Students are urged to contact the study abroad student success coach of international studies, the department chair of modern languages, and the major student success coach one year in advance of their planned travel, in order to enter into an academic agreement which allows the transfer of foreign credits from institutions abroad to Bethune-Cookman University. The Study Abroad Program is open to all students at the University. Please see the Modern language webpage for links to the Study Abroad Program.

COURSE DESCRIPTIONS FOR MODERN LANGUAGES

FRENCH

MLF 131 - Elementary French I **3 semester hours**
A foundation course, emphasizing basic skills: listening, writing, speaking, and reading. Introduction to important grammatical principles. Laboratory required.

MLF 132 - Elementary French II **3 semester hours**
Prerequisite: MLF 131. A continuation of Elementary French I.

MLF 231 - Intermediate French I **3 semester hours**
A course designed for students who have successfully completed a minimum of two years of French in high school with at least an average of A or B or MLF 131 and MLF 132.

MLF 232 - Intermediate French II **3 semester hours**
Prerequisite: MLF 231. A continuation of Intermediate French I.

MLF 331 - Advanced Composition and Conversation I **3 semester hours**
Prerequisite: MLF 232. This course focuses on the development of language skills and cultural awareness of the French world. It is the first course towards the minor.

MLF 332 - Advanced Composition and Conversation II **3 semester hours**
Prerequisite: MLF 331 or instructor's approval. A continuation of Advanced Composition and Conversation I.

MLF 336 - Culture and Civilization of France I **3 semester hours**
Prerequisite MLF 332. A cultural approach to the history, customs, geography, social institutions, and arts in France.

MLF 337 - Culture and Civilization of France II **3 semester hours**
Prerequisite: MLF 332. A cultural approach to the history, customs, geography, and social institutions of France and Francophone nations.

MLF 431 - Introduction to French Literature I **3 semester hours**
Prerequisite: MLF 332. This course is a study of major French writers from the Middle Ages through the 17th Century.

MLF 432 - Introduction to French Literature II **3 semester hours**
Prerequisite: MLF 332. This course is a study of major French writers from the 18th Century to the present, including major Black writers. This course may precede MLF 431.

GERMAN

MLG 131 - Elementary German I **3 semester hours**
A foundation course, emphasizing basic skills: listening, writing, speaking, and reading. Introduction to important grammatical principles. Laboratory required.

MLG 132 - Elementary German II **3 semester hours**
Prerequisite: MLG 131. A continuation of MLG 131.

MLG 231 - Intermediate German I **3 semester hours**
A course designed for students who have successfully completed a minimum of two years of German in high school with at least an average of A or B or MLG 131 and MLG 132.

MLG 232 - Intermediate German II **3 semester hours**
Prerequisite: MLG 231. A continuation of MLG 231.

MLG 331 - Advanced Composition and Conversation I **3 semester hours**
Prerequisite: MLG 232. This course focuses on the development of language skills and cultural awareness of the German world. It is the first course towards the minor.

MLG 332 - Advanced Composition and Conversation II **3 semester hours**
Prerequisite: MLG 331 or instructor's approval. A continuation of MLG 331.

MLG 336 - Culture and Civilization of Germany I **3 semester hours**
Prerequisite: MLG 332. This course examines the major historical periods and cultural movements of Germany. The course reflects current scholarship in its examination of history, politics, literature, art, and music.

MLG 337 - Culture and Civilization of Germany II **3 semester hours**
Prerequisite: MLG 332. This course concentrates mainly on Austria and Switzerland.

MLG 431 - Introduction to German Literature I **3 semester hours**
Prerequisite: MLG 332. This course is a study of major German writers from the Middle Ages through the 18th Century.

MLG 432 - Introduction to German Literature II **3 semester hours**
Prerequisite: MLG 332. This course is a study of major German writers from the 19th Century to the present. This course may precede MLG 431.

GREEK

MLK 131 - Elementary Greek I **3 semester hours**
A foundation course, emphasizing basic skills: listening, writing, speaking and reading. Introduction to important grammatical principles. Emphasis is placed upon Greek of the New Testament.

MLK 132 - Elementary Greek II **3 semester hours**
Prerequisite: MLK 131. A continuation of MLK 131.

SPANISH

MLS 131 - Elementary Spanish **3 semester hours**
A foundation course, emphasizing basic skills: listening, writing, speaking and reading. Introduction to important grammatical principles. Laboratory required.

MLS 132 - Elementary Spanish II **3 semester hours**
Prerequisite: MLS 131. A continuation of MLS 131.

MLS 231 - Intermediate Spanish I **3 semester hours**
A course designed for students who have successfully completed a minimum of two years of Spanish in high school with at least an average of A or B or MLS 131 and MLS 132.

MLS 232 - Intermediate Spanish II **3 semester hours**
Prerequisite: MLS 231. A continuation of MLS 231.

MLS 331 - Advanced Composition and Conversation I **3 semester hours**
Prerequisite: MLS 232. This course focuses on the development of language skills and cultural awareness of the Spanish world. It is the first course towards the minor.

MLS 332 - Advanced Composition and Conversation II **3 semester hours**
Prerequisite: MLS 331 or instructor's approval. A continuation of MLS 331.

MLS 336 - Culture and Civilization of Spain I **3 semester hours**
Prerequisite: MLS 332. This course examines the major historical periods and cultural movements of Spain. The course reflects current scholarship in its examination of history, culture, and civilization.

MLS 337 - Culture and Civilization of Hispanic Americans **3 semester hours**
Prerequisite: MLS 332. A cultural approach to the history, customs, geography, social institutions, and the arts in Spanish America. Emphasis on similarities and differences among countries.

MLS 431 - Introduction to Spanish Literature **3 semester hours**
Prerequisite: MLS 332. This course is a study of the literature of Spain through representative works by major literary figures from the Middle ages to the present.

MLS 432 - Introduction to Spanish - American Literature **3 semester hours**
Prerequisite: MLS 332. This course is a study of major Pre-Colonial and Spanish-American writers and their works from pre-colonial times to the literary explosion of the 1960's in Spanish-American literature. This course may precede MLS 431.

DEPARTMENT OF MUSIC

The Department of Music offers degree programs leading to a Bachelor of Arts in Music, Bachelor of Arts in Music Education, and Bachelor of Arts in Music Recording Technology. Admission to all programs is determined by audition. Students applying to become music majors or minors must: (1) gain admission to the University; (2) complete an "Application for Music Admissions;" and (3) audition successfully with a principal instrument or voice. Recorded auditions may be acceptable when a live audition is not possible

The Bachelor of Arts in Music Education is offered through the School of Education in conjunction with the Department of Music. This degree provides professional training for students seeking to pursue a career as a public school music teacher. Required courses help students to develop musicianship, performance skills, and instructional strategies. Various field and clinical experiences, in addition to a solo senior recital, are major components of this degree. Students desiring a Bachelor of Arts in Music Education must satisfy all requirements of the Department of Music as well as those of the School of Education. Those requirements are listed under the School of Education portion of this catalog. Graduates from this degree program are certified to teach music K-12, vocal and instrumental in the state of Florida.

The Bachelor of Arts in Music offers students a liberal arts education with a concentration in music. Graduates of the program will have a comprehensive background in core musicianship and performance requirements in addition to a minor in an outside field suited to each student's career goals. Students will consult with an student success coach to choose the minor and concentration in music that is most appropriate. This degree allows students to craft a degree that is suited to their needs while allowing them the flexibility to pursue a wide range of interests in order to craft an individualized educational experience.

The Bachelor of Arts in Music Recording Technology is a focused degree that, in addition to providing a strong musical foundation through required musicianship and performance courses, covers the fundamental aspects of audio, music production and music business to prepare students for a career in the music and audio industries. Some of the more specific topics covered include: digital audio, fundamentals of sound, microphone technique, music production, arranging, MIDI production, songwriting, music licensing, artist management, record label structure, audio for post production, live sound reinforcement, and sound design. Students can also complete coursework leading towards Pro Tools certification and have the opportunity to become a Pro Tools Certified Operator. Students graduate with a portfolio and clinical experience through an internship.

MINOR IN MUSIC

Musicianship:	MU 251, 252
Aural Skills:	MUL 251, 252
Music History:	MU 324, 325
Ensemble:	MU_ 110 (for two semesters)
Applied Music:	MU_ 210 (for four semesters)

TOTAL..... 18 hours

Department of Music Mission and Goals:

The mission of the Bethune-Cookman University Department of Music is to contribute to a vibrant artistic culture in the campus, local, and regional communities by maintaining a vigorous commitment to performance, music scholarship, and development of future music educators, practitioners, and arts advocates. In furtherance of our founder's Christian vision, we also maintain a commitment to serving diverse constituencies, seeking to ensure that academic and musical opportunities remain available for deserving students of all communities.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

The development and enhancement of critical thinking skills are introduced throughout the music program. Students majoring in music at Bethune-Cookman University will:

Complex cognitive skills

- Demonstrate the ability to independently research, prepare, and present a professional-level recital or technical project.
- Demonstrate the ability to prepare written presentations on a variety of academic musical subjects.

Practical Knowledge and Competency

- Demonstrate technical proficiency upon their chosen instrument.
- Demonstrate knowledge of the standard canon of literature for their chosen instrument.
- Demonstrate ability to apply advanced music theory in analysis of instrumental and vocal music.
- Demonstrate knowledge of the development of Western Music History.

An Appreciation of Human Differences

- Perform/Analyze a diverse body of musical literature, including non-Western, contemporary, and/or popular genres and styles.

An Integrated Sense of Identity and Civic Responsibility

- Engage in public performances for the university and surrounding community.

Major Requirements

Students must complete a minimum of 120 hours to obtain the Bachelor of Arts in Music or 121 hours for the Bachelor of Arts in Music Technology, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements for each degree. The vertical curriculum for the Bachelor of Arts in Music Education is listed under the School of Education. All requirements and policies are discussed in greater detail in the Department of Music Student Handbook.

All degree programs in music require completion of the following core courses with a minimum grade of "C":

Course Title	Course Codes	Semester Hours
Fundamentals of Musicianship	MUAL 100	0 hours
Class Piano I & II	MUN 111, 112	2 hours
Musicianship Skills I, II, III, IV	MU 251, 252, 353, 354	8 hours
Aural Skills I, II, III, IV	MUL 251, 252, 353, 354	4 hours
Music History & Culture I & II	MU 324, 325	6 hours
Senior Seminar in Music	MUS 499	1 hour
Applied Music Major	MU_ 210 (4X), MU_ 410 (2X)	6 hours
Ensemble (4 large & 3 small)	MU_ 110 (7X)	7 hours
Performance Seminar	HUA 290 (7X)	0 hours
	Total:	**34 hours**

2012-2013 **School of Arts and Humanities**

Bethune-Cookman University

Music : Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**	**1**	
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**	
RE 131	**Cultural Literacy**	**3**		**MAT 132**	**College Math**	**3**	
MAT 131	**Math for Liberal Arts**	**3**		**BI 131**	**General Biology I**	**3**	
PE 111-212	**Physical Ed. Activity***	**1**		**BIL 131**	**General Biology I Lab**	**0**	
MU 133	Computer Applications in Music	3		**HI 130**	**African-American History**	**3**	
MUAL 100	Fundamentals of Musicianship	0		MUN 112	Class Piano II	1	
MUN 111	Class Piano I	1		MU 210	Applied Music Major	1	
MU 210	Applied Music Major	1		MU 110	Ensemble****	1	
MU 110	Ensemble****	1		HUA 290	Performance Seminar	0	
HUA 290	Performance Seminar	0					
	Total	**17**			**Total**	**16**	

Sophomore Year

First Semester				Second Semester			
ML 131	**Modern Language**	**3**		**ML 132**	**Modern Language**	**3**	
HU 231-233	**Humanities*****	**3**		**RP ____**	**RP Elective (200-300 Level)**	**3**	
SC 230	**Intro/Oral Communication**	**3**		MU 238	Intro to Conducting	1	
MU 251	Musicianship Skills I	2		MU 252	Musicianship Skills II	2	
MUL 251	Aural Skills I Lab	1		MUL 252	Aural Skills II Lab	1	
MUN 211	Class Piano III	1		MUN 212	Class Piano IV	1	
MU 210	Applied Music Major	1		MU 210	Applied Music Major	1	
MU 110	Ensemble****	1		MU 110	Ensemble****	1	
HUA 290	Performance Seminar	0		HUA 290	Performance Seminar	0	
	Total	**15**			**Total**	**13**	

Junior Year

First Semester				Second Semester			
____ ____	**Science Elective****	**3**		MU 354	Musicianship Skills IV	2	
MU 353	Musicianship Skills III	2		MUL 354	Aural Skills IV Lab	1	
MUL 353	Aural Skills III Lab	1		MU 325	Music History & Culture II	3	
MU 324	Music History & Culture I	3		MU 410	Applied Music Major	1	
MU 410	Applied Music Major	1		MU 110	Ensemble****	1	
MU 110	Ensemble****	1		____ ____	Free Elective#	3	
____ ____	Free Elective#	3		____ ____	Free Elective#	3	
____ ____	Free Elective#	3		HUA 290	Performance Seminar	0	
HUA 290	Performance Seminar	0					
	Total	**17**			**Total**	**14**	

Senior Year

First Semester				Second Semester			
MU ____	Music Elective	3		____ ____	Free Elective#	3	
MU ____	Music Elective	3		____ ____	Free Elective#	3	
____ ____	Free Elective#	2		MU ____	Music Elective	3	
____ ____	Free Elective#	3		MU ____	Music Elective	3	
____ ____	Free Elective#	3					
MUS 499	Senior Seminar in Music	1					
MU 110	Ensemble****	1					
HUA 290	Performance Seminar	0					
GRAD 450	University Graduation - UG	0					
	Total	**16**			**Total**	**12**	

Music Electives

MU 210-410	Applied Music Major	1		MU 110	Ensemble	1
MU 135	Intro to Songwirting	1		MU 410	Senior Recital	0
MU 234	Diction for Singers	2		MU 435	Arranging for Voc. & Inst. Ensembles	3
MU 235	Vocal Literature	2		MU 437	Form & Analysis	3
MU 243	Audio Fundamentals I	3		MU 438	Advanced Conducting	2
MU 244	Audio Fundamentals II	3		MU 439	18th Century Counterpoint	3
MU 243	Music Production I	3				
MU 244	Music Production II	3				

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity

ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, and PH 228 Intro to Astronomy.***

**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

***** All Students are expected to complete 3 hours of small ensemble and 4 hours of large ensemble. See Academic advisor for further details.***

 # Students must consult with Success Coach to select an appropriate minor that supports student career goals. Elective hours will support all available minors. Free elective means you can take any 100-400 level course you want as long as you meet the course prerequisites.

2012-2013 **School of Arts and Humanities**

Bethune-Cookman University

Music Recording Technology: Total Semester Hours=121

Freshman Year

First Semester				Second Semester			
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**	**1**	
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**	
MAT 131	**Math for Liberal Arts**	**3**		**MAT 132**	**College Math**	**3**	
RE 131	**Cultural Literacy**	**3**		**BI 131**	**General Biology I**	**3**	
PE 111-212	**Physical Ed. Activity***	**1**		**BIL 131**	**General Biology I Lab**	**0**	
MUAL 100	Fundamentals of Musicianship	0		**HI 130**	**African-American History**	**3**	
MUN 111	Class Piano I	1		MUN 112	Class Piano II	1	
MU 210	Applied Music Major	1		MU 210	Applied Music Major	1	
MU 110	Ensemble**	1		MU 110	Ensemble**	1	
HUA 290	Performance Seminar	0		MU 135	Intro to Songwriting	1	
				HUA 290	Performance Seminar	0	
	Total	**14**			**Total**	**17**	

Sophomore Year

First Semester				Second Semester			
ML 131	**Modern Language**	**3**		**RP ____**	**RP Elective (200-300 Level)**	**3**	
SC 230	**Intro/Oral Communication**	**3**		MU 252	Musicianship Skills II	2	
MU 251	Musicianship Skills I	2		MUL 252	Aural Skills II Lab	1	
MUL 251	Aural Skills I Lab	1		MU 238	Intro to Conducting	1	
MU 233	Advanced Computer Applications	3		MU 237	Music Industry	3	
MU 243	Audio Fundamentals I	3		MU 244	Audio Fundamentals II	3	
MU 210	Applied Music Major	1		MU 210	Applied Music Major	1	
MU 110	Ensemble**	1		MU 110	Ensemble**	1	
HUA 290	Performance Seminar	0		HUA 290	Performance Seminar	0	
	Total	**17**			**Total**	**15**	

Junior Year

First Semester				Second Semester			
MU ____	Music Elective	2		MU 354	Musicianship Skills IV	2	
MU 353	Musicianship Skills III	2		MUL 354	Aural Skills IV Lab	1	
MUL 353	Aural Skills III Lab	1		MU 325	Music History & Culture II	3	
MU 324	Music History & Culture I	3		MU 344	Music Production II	3	
MU 343	Music Production I	3		MU 410	Applied Music Major	1	
MU 410	Applied Music Major	1		MU 110	Ensemble**	1	
MU 110	Ensemble**	1		MU ____	Music Elective	3	
HUA 290	Performance Seminar	0		____ ____	Free Elective#	3	
				HUA 290	Performance Seminar	0	
	Total	**13**			**Total**	**17**	

Senior Year

First Semester				Second Semester			
____ ____	**Science Elective*****	**3**		MU ____	Music Elective	3	
____ ____	Free Elective#	3		MU ____	Music Elective	3	
MU ____	Music Elective	3		MU 498	Production Portfolio	2	
MU 498	Production Portfolio	2		MU 464	Music Production & Recording Internship	6	
MUS 499	Senior Seminar in Music	1					
MU 410	Applied Music Major	1					
MU 110	Ensemble**	1					
HUA 290	Performance Seminar	0					
GRAD 450	University Graduation - UG	0					
	Total	**14**			**Total**	**14**	

Select Electives

MU 336	Record Label	3		MG 300	Management & Org. Behavior	3
MU 337	Advanced Music Industry	3		MK 341	Intro to Marketing	3
MU 345	Audio Post-Production	2		MC 151	Intro to Mass Communications	3
MU 346	Live Sound Reinforcement	3		TA 101	Acting I	3
MU 347	Advanced Music Production	3		ML 131/132	Modern Language	3
MU 110	Ensemble	3				

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***** All Students are expected to complete 3 hours of small ensemble and 4 hours of large ensemble. See Academic advisor for further details***
****** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
 # Students must consult with advisor to select an appropriate minor that supports student career goals. Elective hours will support all available minors. Free elective means you can take any Course you want as long as you meet the Course Prerequisites.

COURSE DESCRIPTIONS FOR MUSIC

HUA 290 – Performance Seminar **0 semester hours**

Prerequisite: None. Fulfills the need of the music major to experience a broad range of repertory through attendance at recitals, concerts, and other types of performances.

MU 099 - Applied Music: Music Instrument **1 semester hour**

Prerequisite: Placement by Faculty Audition. A preparatory course for music majors who do not have sufficient background to begin applied music instruction at the 210 level but who show promise for advancement. Credit for this course cannot be applied toward a music degree program but it may be repeated once upon approval of the applied instructor.

MUAL 100 - Fundamentals of Musicianship Lab **0 semester hours**

Prerequisite: Placement by Faculty Audition. A preparatory course for music majors who do not have sufficient background to begin applied music instruction at the 210 level but who show promise for advancement. Credit for this course cannot be applied toward a music degree program but it may be repeated once upon approval of the applied instructor.

MUAL 100 - Fundamentals of Musicianship Lab **0 semester hours**

Prerequisite: Placement by Faculty Audition. This course presents an overview of basic music fundamentals of the common practice period for the incoming music major. Also presents an introduction to the evolution and usage of signs and symbols frequently encountered in the musical lexicon.

MU 110 - Ensemble: Instrumental, Vocal **1 semester hour**

Prerequisite: Placement by Faculty Audition. Concert Band, Marching Band, Concert Chorale, Jazz Ensemble, Young Artists, Opera Workshop, Brass Ensemble, Woodwind Ensemble, Percussion Ensemble, Jubilee Singers, Symphonic Band, Jazz Combo and Pep Band (please see descriptions below). Ensembles are open to all students of the University with consent of the instructor and may be repeated for credit.

MUA 110 - Concert Band **1 semester hour**

Prerequisite: Placement by Faculty Audition. Study and performance of standard and contemporary literature for concert band.

MUB 110 - Marching Band **1 semester hour**

Prerequisite: Placement by Band Staff Audition. Study and performance of marching band literature and marching techniques. Show design emphasizes popular music as well as traditional marches. Provides service to the university and community through a wide array of performing venues such as half-time shows and parades.

MUC 110 - Concert Chorale **1 semester hour**

Prerequisite: Placement by Faculty Audition Study and performance of standard and contemporary choral literature.

MUD 110 - Jazz Ensemble **1 semester hour**
Prerequisite: Placement by Faculty Audition. Study and performance of standard and contemporary literature for large jazz ensembles, with emphasis on the development of jazz performance skills.

MUF 110 - Opera Workshop **1 semester hour**
Prerequisite: Placement by Faculty Audition Practical experience in stage movement and performance of opera and musical theater excerpts.

MUG 110 - Brass Ensemble **1 semester hour**
Open to all B-CU Instrumental Brass Students. Study and performance of standard and contemporary literature for brass chamber ensembles, with emphasis on the development of small ensemble skills. Includes Trumpet choirs, trombone ensemble, tuba-euphonium ensemble, and brass quintet.

MUH 110 - Woodwind Ensemble **1 semester hour**
Open to all B-CU Instrumental Woodwind Students. Study and performance of standard and contemporary literature for woodwind chamber ensembles, with emphasis on the development of small ensemble skills. Includes flute ensemble, clarinet ensemble, and saxophone ensemble.

MUI 110 - Percussion Ensemble **1 semester hour**
Open to all B-CU Instrumental Percussion Students. Study and performance of standard and contemporary literature for percussion chamber ensembles, with emphasis on the development of small ensemble skills.

MUJ 110 - B-CU Jubilee Singers **1 semester hour**
Open to all B-CU Vocal Students. Study and performance of standard and contemporary literature for vocal chamber ensembles, with emphasis on the development of group acappella singing skills

MUN 110 - Symphonic Band **1 semester hour**
Prerequisite: Placement by Faculty Audition. Instrumental ensemble performing advanced collegiate and professional compositions. Students receive hands on laboratory experience for ensemble performing. Balance, blend, tonality, listening and intonation are some skills developed in the symphonic band setting.

MUO 110 - Jazz Combo **1 semester hour**
Prerequisite: Placement by Faculty Audition Study and performance of standard and contemporary jazz styles for small jazz ensembles. Emphasis is on the art of improvisation

MUP 110 - Pep Band **1 semester hour**
Prerequisite: Placement by Faculty Audition Small ensemble for pep rallies and indoor athletic events.

MUQ 110 – Collaboration for Vocalists & Pianists 1 semester hour

Prerequisite: None. A study of art song literature from the 19th and 20th centuries concentrating on German, French, Russian and American composers. The class will examine different types of poetry and musical settings, as well as discuss elements of collaborative playing. Students will critique various recordings, perform works in class and write a final analysis of the work of their choice.

MUR 110 - Mixed Chamber Ensemble 1 semester hour

Prerequisite: Placement by Faculty Audition. Study and performance of standard and contemporary chamber literature for groupings of mixed instrumentation.

MUM 111-112 - Class Voice I & II 1 semester hour

Class instruction in voice as a student's minor instrument. Fundamentals of singing are stressed.

MUN 111 - Class Piano I 1 semester hour

Prerequisite: None. An integrated study of fundamental piano skills. The beginning level focuses on building basic skills: intervals, fingering positions, eye/hand coordination, basic music terminology, major/minor 5-finger patterns, major white key scales, primary chords, sight-reading, harmonization, transpositions, improvisation, and level-appropriate piano selections reflecting different styles and composers.

MUN 112 - Class Piano II 1 semester hour

Prerequisite: MUN 111. A thorough and integrated study of fundamental piano skills. This level builds upon skills acquired in MUN 111, expanding the study of scales to major and minor scales in two octaves, basic chord progressions, triad inversions using keyboard style harmonizations, transpositions, improvisation, sight-reading (including score notation), and level-appropriate piano selections reflecting different styles and composers.

MU 133 - Computer Applications in Music 3 semester hours

A study in the basic concepts in computing, and the way computers are and can be used in music.

MU 134 - Introduction to Audio Recording 3 semester hours

Prerequisite: None. An introductory course on music and recording designed to introduce students to the world and industry of audio recording. This course covers the following topics: history of recording, both analog and digital; studio basics, including equipment, budgets and acoustics; music theory, songwriting, and producing; MIDI and synthesizers; notation software; career options and paths; analog audio signal path and routing; recording, including basic play, record, and talkback functions; editing; microphone types, patterns, and technique; processing and effects; mixing and mastering; post-production and surround sound; applications of the modern project studio; and integration between professional and personal facilities. This course does not count as credit toward the Music Technology major.

MU 135 - Introduction to Songwriting **1 semester hour**

Prerequisite: None. An introduction to songwriting and lyric writing for popular music. Students will be introduced to the basic concepts and industry standards involved in writing hit songs for the Pop, Hip Hop, Rap, Rock, Country, R&B, Soul, Gospel and Folk industries.

MU 210 - Applied Music: Major Instrument/Voice **1 semester hour**

Prerequisite: Placement by faculty audition. Individual instruction in the techniques and performance literature for the student's principal instrument/voice. Course will be repeated a minimum of four semesters with guided expectations of improvement each semester leading towards a faculty jury evaluation. Students are expected to perform publicly. Fourth semester evaluation will determine placement into MU_ 410. Other expectations vary by instructor.

MUM 211-212 - Class Voice III & IV **1 semester hour**

Prerequisites: Levels 111-212 must be taken in succession. Class instruction in voice as a student's minor instrument.

MUN 211-212 - Class Piano III & IV **1 semester hour**

Prerequisite: Levels 111-212 must be taken in succession. These courses focuses on continuing to develop sight-reading skills through solo and duet literature, two-octave major and minor black key scales, chord progressions, harmonizations, transpositions, and more advanced solo repertoire encompassing different styles and genres.

MU 213 - Vocal Methods **1 semester hour**

Emphasis is upon developing and teaching basic concepts of vocal techniques appropriate to teaching vocal music in K-12 school settings.

MU 214 - String Methods **1 semester hour**

Emphasis is upon developing and teaching basic concepts of string instruments appropriate to teaching string music in K-12 school settings.

MU 228 – Pro Tools 101 **1 semester hour**

Prerequisite: None. This course is the official Avid Pro Tools 101 course and the first step towards Pro Tools certification, covering basic Pro Tools principles and providing everything students need to complete a Pro Tools project-from initial set up to final mixdown.

MU 229 – Pro Tools 110 **1 semester hour**

Prerequisite: MU 228. This course is the official Avid Pro Tools 110 course and the second step towards Pro Tools certification, providing a more detailed look at the Pro Tools system above and beyond the knowledge students gained in the Pro Tools 101 course covering all the key concepts and skills needed to operate a Pro Tools system at the User level.

MU 233 - Advanced Computer Applications 3 semester hours
Prerequisite: None. This course provides a study in the advanced concepts of the integration of computers and music including Digital Audio Workstation fundamentals, Mac and PC software and issues, digital audio and video editing, and MIDI fundamentals.

MU 234 - Diction for Singers 2 semester hours
Prerequisite: None. This course provides study of the International Phonetic Alphabet and its application in mastering the pronunciation rules for the four primary languages of classical vocal literature – English, French, German, and Italian. *Diction for Singers* is intended for students preparing for careers as vocalists, vocal pedagogues, or vocal coaches.

MU 235 - Vocal Literature 2 semester hours
Prerequisite: None. This course presents a study of vocal literature from the Baroque to the present, with emphasis on repertoire for piano and voice. This course is designed to survey the vocal literature of the eighteenth, nineteenth and twentieth centuries, exposing students to various styles, genres and composers, and aiding their repertoire choices for subsequent recitals. Students will learn to analyze stylistic elements found in representative works by the major composers studied. The course will also examine and discuss elements of operatic works vs. art song literature: orchestration, staging, language, style, cooperation between singer and pianist, poetry and the composer's musical settings.

MU 236 - Piano Literature 2 semester hours
Prerequisite: None. This course presents a study of the literature for solo piano from the Baroque to the present, with emphasis on musical styles and forms. Piano Literature is intended to give students an overview of the styles, genres and composers of solo piano repertoire of the 18th, 19th and 20th centuries and is designed to aid students in their repertoire choices for subsequent recitals or future teaching opportunities.

MU 237 – Music Industry 3 semester hours
Prerequisite: MU 135, MU 233. This course introduces students to the unique business of the music and recording industries. Students learn about the structure and function of record labels, artist management, and managing their own music or recording businesses and careers.

MU 238 – Introduction to Conducting 1 semester hour
Prerequisite: MUAL 100. Introduces the basic techniques of conducting vocal and instrumental music, focus will include use of the baton and hands, beat patterns, preparatory beats, cutoffs, fermati, and gestures for dynamics, tempo, and character. Students will conduct one another in a varied repertoire of vocal, and instrumental music.

MU 243 – Audio Fundamentals I 3 semester hours
Prerequisite: MU 233 (completed or concurrent enrollment). This course is an introduction to the fundamentals of audio including room acoustics, auditory function, equipment components, audio processors, mixing, mastering and Digital Audio Workstations.

MU 244 – Audio Fundamentals II **3 semester hours**
Prerequisite: MU 233, MU 243. This course is a continued study of audio fundamentals with a greater focus towards hands-on experience through projects recorded in a recording studio utilizing microphone technique and producing and mixing a project from start to finish.

MU 251 – Musicianship Skills I **2 semester hours**
Prerequisite: MUAL 100. This course presents a review of music fundamentals and begins the study of diatonic harmonic and melodic materials of the common practice period. A co-requisite laboratory begins the development of ear training and sight singing skills.

MU 252 – Musicianship Skills II **2 semester hours**
Prerequisite: MU 251. Further study of harmonic progressions of the common practice period including introduction to applied chromaticism, modulation, and an introduction to formal processes in tonal music. Emphasis is on part-writing and analysis. Continuation of dictation and sight singing corequisite lab.

MUE 231 – Introduction to Music Education **3 semester hours**
Prerequisite: None. Orientation to the role of the music teacher in the public schools. Observation required for teacher-pupil interaction, instructional approaches, and classroom management in elementary through secondary schools.

MUL 251 – Aural Skills I **1 semester hour**
Prerequisite: MUAL 100. This course begins the development of sight singing, dictation, and audiation skills for the music major. Exercises include materials from major and minor diatonic music, simpler rhythmic figurations, and basic conducting patterns used in a context to also develop the ability to sing at first sight.

MUL 252 – Aural Skills II **1 semester hour**
Prerequisite: MU 251. Further study of sight singing, dictation, error detection, and audiation to also introduce applied chromaticism and modulation. Emphasis is on linear and vertical dictation and analysis reinforced with singing exercises.

MU 313 - Percussion Methods **1 semester hour**
Prerequisite: MUAL 100. Emphasis upon developing and teaching basic concepts of percussion instruments appropriate to teaching instrumental music in K-12 grade school settings.

MU 314 - Brass Methods **1 semester hours**
Prerequisite: MU 251. Emphasis upon developing and teaching basic concepts of brass instruments appropriate to teaching instrumental music in K-12 grade school settings.

MU 324 - Music History & Culture I **3 semester hours**
Prerequisite: MU 252. A comprehensive study of Western Music literature, as well as social/historic/political context in which the music evolved, from Antiquity to 1730, including a segment on non-western music (Asia and Africa) and popular culture. The course will examine the influence of various regions and cultures on its music, tracing similarities within the diverse body of music in both classical and popular genres.

MU 325 - Music History & Culture II **3 semester hours**

Prerequisite: MU 324. A one semester comprehensive study of Western Music literature, as well as social/historic/political context in which the music evolved, from 1730 to the Present, including a segment on non-western music (Asia, the Americas and Africa) and pop culture. The course will examine the influence of various regions and cultures on its music, tracing similarities within the diverse body of music in both classical and popular genres.

MU 328 – Pro Tools 201 **1 semester hour**

Prerequisite: MU 229. This course is the official Avid Pro Tools 201 course and the third step towards Pro Tools certification, continuing to build on the fundamental concepts and topics covered in the Pro Tools 100-series courses, covering all the key concepts and skills needed to operate a Pro Tools system in a professional studio environment.

MU 329 – Pro Tools 210 **1 semester hour**

Prerequisite: MU 328. This course is the official Avid Pro Tools 210M course and the final step towards Pro Tools Operator certification, reinforcing the concepts and skills covered in Pro Tools 101, 110, and 201 with practical music-specific examples pertinent to operating a Pro Tools system in a professional studio environment.

MU 336 – Record Label **3 semester hours**

Prerequisite: MU 135, MU 233, MU 237. This course covers advanced topics pertaining to the music and recording industries. Students learn about the structure and function of record labels, artist management, and managing their own music or recording businesses and careers.

MU 337 – Advanced Music Industry **3 semester hours**

Prerequisite: MU 135, MU 233, MU 237. This course covers advanced topics pertaining to the music and recording industries. Students learn about the structure and function of record labels, artist management, and managing their own music or recording businesses and careers.

MU 343 - Music Production I **3 semester hours**

Prerequisite: MU 233, MU 243, MU 244. This course provides an extensive study of advanced recording techniques, music production, arranging, and Pro Tools HD functionality. This course provides continued hands-on experience in micing, mixing, and MIDI production including project creation in a variety of different musical genres and styles.

MU 344 - Music Production II **3 semester hours**

Prerequisite: MU 233, MU 243, MU 244, MU 343. This course is a continued study of music production introducing students to advanced production techniques including producing, arranging, loop creation, and beat manipulation. Students complete a variety of projects producing their own original works.

MU 345 - Audio Post-Production **3 semester hours**

Prerequisite: MU 135, MU 233, MU 243, MU 244. This course introduces students to the specific issues and considerations involved in the synchronization of audio and video. This

includes the history of audio for film, SMPTE time code, and surround sound. The course also covers various techniques including dialog editing, Foley, sound effects creation, and composition for film, TV, and Games.

MU 346 - Live Sound Reinforcement 3 semester hours
Prerequisite: MU 135, MU 233, MU 243, MU 244. This course aims to redirect previously learned skills in recording towards the field of live sound reinforcement. This course covers everything from signal flow to impedance law. The course focuses on hands on experience more than the memorization of information. This is a three-credit course with one credit set aside for labs. These labs are meant to give the student hands-on experience that cannot be covered in a one-hour class period.

MU 347 – Advanced Music Production 3 semester hours
Prerequisite: MU 135, MU 233, MU 243, MU 244. This course continues a study of music production through more advanced production projects further enhancing student's skills as songwriters, arrangers, and producers.

MU 348 – Media Composition 3 semester hours
Prerequisite: MU 135, MU 233, MU 243, MU 244. This course covers the field of music composition for electronic media such as; film, television, advertising, and gaming. Students will learn how to compose to picture, create leitmotifs for characters, and manipulate stems for gaming.

MU 349 – Advanced Mixing & Mastering 3 semester hours
Prerequisite: MU 135, MU 233, MU 243, MU 244. This course is an advanced study in the art and science of both mixing and mastering audio; covering mixing for different regions and genres as well as the history and current trends and practices of both mixing and mastering.

MU 353 – Musicianship Skills III 2 semester hours
Prerequisite: MU 252. This course offers further study of chromatic harmony and techniques of the common practice period. Basic formal structures, musical textures, and contrapuntal techniques in this same period are also discussed. Emphasis is on analysis and composition of structured melodies with harmonizations. Continuation of ear-training and sight-singing skills as the corequisite lab portion.

MU 354 – Musicianship Skills IV 2 semester hours
Prerequisite: MU 353. A study of large musical forms and styles with an emphasis on Western tonal music of the last 300 years. Introduction to compositional processes of the last century including exotic scales, atonal analysis using pitch-class sets, 12-tone serialism, and more recent trends. Continuation of ear-training and sight-singing skills in a corequisite laboratory.

MU 410 – Applied Music: Major Instrument/Voice 1 semester hour
Prerequisite: Faculty consent and 4 semesters of MU 210. Individual instruction in the techniques and performance literature for the student's principal instrument/voice. Course will be

repeated a minimum of three semesters in Education and Recording Technology, 2 semesters in BA in Music. Guided expectations of improvement each semester leading towards a faculty jury evaluation. Students are expected to perform publicly. Other expectations vary by instructor. A recital jury and public recital are required for successful completion of the course.

MU 413 - Woodwind Methods 1 semester hour
Emphasis upon developing and teaching basic concepts of woodwind instruments appropriate to K-12 grade school settings.

MU 430 – Marching & Concert Techniques 3 semester hours
Prerequisite: MU_ 110 (4 hrs), MU 313, MU 314, MU 354, MU 413. This course is designed to provide senior level students first hand instruction in the structure, organization, administration and standard operating procedures for marching and concert band at the middle school and high school levels.

MU 434 - Choral Methods and Techniques 3 semester hours
Prerequisites: MU 252, MU_ 210 (2 hrs). Advanced topics in the development of choral music programs at the middle school and high school levels.

MU 435 - Arranging for Vocal and Instrumental Ensembles 3 semester hours
Prerequisite: MU 353. Practical arranging and scoring techniques for vocal and instrumental ensembles. Provides an introduction to the musical craft of arranging as related to the setting of music for various combinations of instruments and voices. Topics will include transpositions, and instrument/voice ranges. Students will participate in in-class exercises and prepare weekly assigned arrangements as well as a final project.

MU 437 - Form & Analysis 3 semester hours
Prerequisite: MU 354. This course offers an in-depth study of musical form and styles with an emphasis on music from the common practice period. Expands discussions to include full score study; additional structures such as concerto and vocal forms; aural identification of formal processes; and recent compositional trends.

MU 438 – Advanced Conducting Techniques 2 semester hours
Prerequisite: MU 238, MU 252. A study of advanced conducting techniques focusing on instrumental ensembles, choral ensembles and their respective repertoires. Topics will include baton and hand techniques, score readings with analysis and preparation, transpositions, rehearsal techniques and program preparation. Students will be involved with the preparation of repertoire and proper interpretation of music of all periods. Students will have an opportunity to conduct a large ensemble by end of semester.

MU 439 - Eighteenth Century Counterpoint 3 semester hours
Prerequisite: MU 334. Basic techniques of 18th century tonal counterpoint. Emphasis is on the Well-Tempered Clavier and Two-part inventions of J. S. Bach.

MU 450 - Multimedia Audio (Mixed Media, Movies, Animation) 3 semester hours
Prerequisite: MU 233, 344. This course examines the software, hardware, and techniques of multimedia audio production using microcomputers and microprocessors. The course includes sound integration techniques for video, movies, animation, and audio applications for the WEB, e.g., Real Audio, and MP3.

MU 464 - Music Technology and Recording Internship 6-12 semester hours
Prerequisite: MU 135, MU 233, MU 237, MU 243, MU 244, MU 343, MU 344. This course allows students to complete a semester internship in a professional business or organization that has audio recording, music production, audio for post-production, music composition, sound design, live sound reinforcement, or music industry based responsibilities, functions, or projects. Some assignments may include professional recording studios, audio consulting services, live sound reinforcement companies, theme parks, video production companies, music production companies, record labels, promotion companies, and advertising agencies. All internships require instructor pre-approval to insure that duties will be focused around music production, audio recording, or the music industry.

MU 498 – Production Portfolio 2 semester hours
Prerequisite: MU 135, MU 233, MU 237, MU 243, MU 244, MU 343, MU 450. This course provides the use of the recording studios and the guidance of the instructor to help students create a professional portfolio demonstrating comprehensive knowledge and application in music production, audio post-production, music composition, sound design, or media composition. Typical projects include:

- Music and Audio Production – record and produce music for a full-length album (60-80 minute CD).
- Film Composing – create a series of musical compositions for a 30 or more minute video project or production (a score for a film, a score for a theatrical production, a score for a church production, etc.).
- Audio Post-Production for Film or Video – provide audio production and/or post-production for a 30 or more minute video project (recording dialog, editing dialog, adding sound effects, etc).
- Music Composition – create a portfolio with multiple popular genres and styles represented (music library, royalty free music, fully produced beats, etc.)
- Live Recording – record a series of live recordings both 2-track and multi-track (recorded sermons, acoustic performances, live multi-tracks, etc.).
- Sound Design – create a sound effects library of recorded and synthetically created sounds (2 CDs or 150 minutes worth of sound effects including ambiences, hits, alerts, etc.).
- Media Composition – create examples for TV, radio, gaming, and film (TV commercial with background music, music jingles for radio, music for gaming in stems, film compositional pieces with repeating motifs, etc.).

All projects must be pre-approved. This course meets with either regular class hours or by appointment with the instructor where feedback and assistance is given.

MUE 340 – Assessment & Evaluation in Music Education 3 semester hours
Prerequisite: MUE 231. Students will learn how to use standardized music aptitude batteries, timbre preference tests, and teacher-made performance rating scales. Students will become familiar with published music achievement tests, and with rubrics used for group and individual assessments in National and Florida Music Education Regional and State competitions. Students will learn basic psychometric concepts related to validity, reliability, error, traditional and authentic measurement tools, criterion referenced, normative referenced, and idiographic referenced tests, and the interpretation of test results. Students will explore current accountability and testing issues in American public Education.

MUE 350 – Music Methods in Elementary Education 3 semester hours
Prerequisite: MUE 231. In depth, hands-on knowledge and skills of the major approaches to Music Education within an Elementary School setting, including Orff, Dalcroze, Laban, Suzuki, Weikart, Kodaly, and Gordon. Students will practice movement sequences and techniques, dance, song literature, content and skill learning sequences for tonal and rhythm elements of music, the development of audiation, recorder, and Elementary School Choir concepts. Students will develop a repertoire of lesson plans and will practice teach. Students will develop basic understanding of integration in music.

MUE 360 – Music Methods in Secondary Education 3 semester hours
Prerequisite: MUE 231, any 3 Method courses outside of MUE 350. Overview of traditional and progressive methods and techniques used in secondary vocal and instrumental music. Students will use knowledge and skills garnered from instrumental methods classes to continue to increase performance skills with secondary instruments. Students will articulate methods and techniques from Elementary Methods and Techniques classes and implement pedagogical knowledge and skills to Instrumental Music and secondary Vocal Music.

MUL 353 – Aural Skills III 1 semester hour
Prerequisite: MU 252. Continued study of sight singing, dictation, error detection, and audiation to include additional chromaticism and complex modulations. Includes aural identification of formal structures. Emphasis on linear and vertical dictation and analysis reinforced with singing exercises.

MUL 354 – Aural Skills IV 1 semester hour
Prerequisite: MU 353. Final study of sight singing, dictation, error detection, and audiation including sight singing vocal and choral literature representing the various periods. Expands aural identification of formal structures. Dictation and sight singing includes select 20th century styles.

MUS 499 - Senior Seminar in Music 1 semester hour
Prerequisite: MU 325**.** Research topics in music and music education. A scholarly paper on a

significant topic in music or music education will be required for completion of the course. Also includes comprehensive exit examinations.

MUZ 410 – Senior Recital **0 semester hours**

Prerequisite: MU_ 210, MU_ 410, consent of faculty jury. Preparation and performance of a public recital on the student's major instrument or voice. Student must have completed 4 semesters of MU_ 210 and 2 semesters of MU_ 410. Student is also obligated to follow recital requirements and procedures in the student handbook. Required of all Music Education majors. Course is repeatable until all requirements are satisfied.

SPECIAL ACADEMIC PROGRAMS AND OPPORTUNITIES

Department of Music Performing Ensembles:

1. B-CU Jubilee Singers
2. Brass Ensembles (Trumpet, Trombone, Tuba-Euphonium, Quintet)
3. Concert Bands
4. Concert Chorale
5. Jazz Combo
6. Marching Band
7. Mixed Instrumental Chamber Ensembles
8. Opera Workshop & Musical Theatre Scenes
9. Pep Band
10. Percussion Ensemble
11. Symphonic Band
12. Woodwind Ensembles (Flute, Clarinet, Saxophone)

STUDENT ORGANIZATIONS

National Association for Music Education (NAfME)

The National Association for Music Education Collegiate (formerly CMENC) is the professional organization for students interested in music education or the teaching of music. It is affiliated with the National Association for Music Education (MENC) and the Florida Collegiate MENC (FCMENC), part of the Florida Music Educators Association (FMEA). Members receive the national journals, the *Music Educators Journal*, published by NAfME and the state journal, *The Florida Music Director*, published by FMEA and the Florida Music Teacher Association. Members participate in local chapter meetings as well as state and national conventions and workshops. Many types of activities are undertaken. Over the years, Bethune-Cookman students have held various state offices and committee positions. All Bethune-Cookman students who are interested in music, regardless of major, are invited to become members of NAfME. Information

about the organization can be obtained from chapter members or chapter student success coaches.

Tau Beta Sigma National Honorary Band Sorority, Theta Rho chapter (TB)
Open to all band students who meet the required academic and performance standards and who exhibit desirable personal qualities. (See music office for further details.)

Sigma Alpha Iota (ΣAI) Colony
Phi Mu Alpha Sinfonia, Pi Gamma chapter ( )

Open to all music students who meet the required academic and performance standards and who exhibit desirable personal qualities. (See music office for more details.)

THE DEPARTMENT OF RELIGION, PHILOSOPHY AND HUMANITIES

The Department of Religion, Philosophy and Humanities offers a degree program leading to the Bachelor of Arts in Religion and Philosophy. In addition, the department contributes to the General Education curriculum of the university.

Department Mission and Goals

Courses in Religion, Philosophy and Humanities foster students' development of complex cognitive skills, competence and preparation in the fields of religion and philosophy, practical knowledge and life skills, appreciation of human differences, and integration of personal identity with civic responsibility. In these concrete ways, the Department of Religion and Philosophy and Humanities actively supports the university's core values of faith, scholarship, and service.

The goals of the Department of Religion, Philosophy and Humanities at Bethune-Cookman University are to:

(1) Prepare women and men dedicated to vocations of responsible service and scholarship;

(2) Equip leaders for a future with people of diverse beliefs, morals, values, religions and cultures;

(3) Teach patterns of faith which nurture commitment, justice, integrity, and peace in conjunction with other major areas of the university and community;

(4) Serve as an educational and theological/philosophical resource for local communities, the nation, and the world.

Bachelor of Arts in Religion and Philosophy

Students may choose an area of concentration for the degree, either Christian studies or philosophy. 120 credit hours are required for the completion of the program. Eighteen hours are

available for electives and students are encouraged to choose a minor in ethics for leadership or in another discipline. Religion and philosophy can be combined with courses in business, music, education, journalism, the social sciences, or any other discipline depending on a student's interests and career goals.

Minor in Religion and Philosophy

Majors of other disciplines may receive a minor in Religion and Philosophy by completing a minimum of 18 semester hours in the Religion and Philosophy course program. Courses must be at the 200-level or above to count toward the minor.

Minor in Ethics for Leadership

Available to all majors in all schools, this minor requires 18 semester credit hours. Please contact the Dept. of Religion, Philosophy and Humanities for details and curriculum.

Admission to the Program: Admission is through a formal declaration of major.

PROGRAM STUDENT LEARNING OUTCOMES (PSLOs)

- Graduates critically reflect upon and evaluate competing philosophies, values, ethics and leadership qualities prominent in various cultures, eras, and religious traditions as assessed as acceptable on a rubric.
- Graduates can explain and critique the arguments of others and can construct their own logically-valid arguments both orally and in writing as assessed as acceptable on a rubric.
- Graduates use vocabulary, concepts, paradigms, and methods of analysis fundamental to their respective disciplines, both orally and in writing as assessed as acceptable on a rubric.
- Graduates identify prominent moral challenges facing societies and demonstrate awareness of various philosophical, aesthetic, ethical, and religious/theological principles that have historically contributed to the improvement and/or detriment of the human condition. Assessed at the level of acceptable or better on a rubric.
- Graduates demonstrate mastery of the standards for producing academic projects or papers using scholarly spoken and written English, critical analysis and synthesis of source materials.
- Given a writing assignment, all graduates can utilize current technology to research, write, produce, and present creative projects.
- Graduates differentiate and compare a variety of contrasting philosophical, religious/theological, and scholarly viewpoints and apply them to real-life situations in order to identify their contributions to the improvement of and/or detriment to the human condition as assessed as acceptable on a rubric.

- Graduates articulate moral understandings that inform and emerge from their own civic engagement and concern for social change. Assessed as acceptable or better on a rubric.
- Graduates exhibit productive consensus building and teamwork to meet shared objectives through collaboration grounded in equity, respect, and personal responsibility as observed and assessed by a rubric.

Major Requirements

Students must complete a minimum of 120 hours, including the General Education program.

Course Requirements: Please refer to the Vertical Curriculum.

2012-2013 **School of Arts and Humanities**

Bethune-Cookman University

Religion and Philosophy: Total Semester Hours=120

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
RE 131	**Cultural Literacy**	**3**	RP 200	Understanding Religion	3
BI 131	**General Biology I**	**3**	**HI 130**	**African American History**	**3**
BIL 131	**General Biology I Lab**	**0**	____ ____	Free Elective#	3
ML ____	**Modern Language******	**3**	HUE 180	Humanities Seminar	0
HUE 180	Humanities Seminar	0			
	Total	**16**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	RP 230	Ethics	3
RP 220	Understanding Biblical Studies	3	RP 239	Logic	3
____ ____	Science Elective**	3	RP 241	Religions of the World	3
HU ____	**Humanities*****	**3**	____ ____	Concentration Elective	3
RP 231	History of Ancient Philosophy **or**	3	____ ____	Concentration Elective	3
RP 232	History of Modern Philosophy		HUE 280	Humanities Seminar	0
PE ____	**Physical Ed. Activity***	**1**			
HUE 280	Humanities Seminar	0			
	Total	**16**		**Total**	**15**

Junior Year

First Semester			Second Semester		
RP 340	Religions in America	3	RP 333	The Prophets of Israel	3
HU ____	Humanities***	3	____ ____	Concentration Elective	3
____ ____	Concentration Elective	3	____ ____	Concentration Elective	3
____ ____	Free Elective#	3	____ ____	Free Elective#	3
____ ____	Free Elective#	3	____ ____	Free Elective#	3
HUE 380	Humanities Seminar	0	HUE 380	Humanities Seminar	0
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
RP 434	Death and Immortality	3	RP 436	Philosophy of Religion	3
RP 465	Theories of Justice	3	RP 458	Special Topics	3
RP 490	Field Work	3	RP 499	Senior Seminar	3
RP 498	Research in Religion and Philosophy	3	____ ____	Concentration Elective	3
____ ____	Free Elective#	3	HUE 480	Humanities Seminar	0
HUE 480	Humanities Seminar	0			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**12**

Concentration Electives

Philosophy Concentration electives			**Christian Studies Electives**		
EN 240	Advanced Composition	3	RP 225	Life and Teachings of Jesus	3
RP **231 / 232**	History of Philosophy	3	RP 227	Genesis	3
RP 355	Contemporary Philosophy	3	RP 331	History of Christianity	3
RP 370	Political Philosophy	3	RP 336	Life and Teachings of Paul	3
RP 400	Africana Philosophy	3	RP 360	Christian Ethics	3
RP 430	Human Nature and Knowledge	3	RP 435	Black Church/Black Theology	3

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

*****Christian Studies Concentration will take MLK 131 Elementary Greek, Philosophy Concentration chooses any modern language acceptable for General Education requirements.***

 # Free elective means you can take any 100-400 level course you want as long as you meet the course prerequisites.

COURSE DESCRIPTIONS FOR RELIGION, PHILOSOPHY AND HUMANITIES

NOTE: Humanities courses fulfill a general education requirement for all majors. In order to graduate, students must take at least one of the three Humanities courses listed below. The courses are arranged by particular cultural eras. The numbering does not represent a hierarchy of difficulty; therefore, students may choose whichever of the courses is desired, and in any order. Please note that Humanities courses are not available for credit by exam.

HU 231 - Ancient to Medieval Humanities 3 semester hour
Prerequisites: EN 131 and 132. This course provides a chronologically arranged and global survey of the period from prehistory to the 14th century. It focuses on the key events, literature, music, sciences, philosophy and visual arts (painting, architecture and sculpture) that express and define the values of cultures in broad eras along this time span. It includes attention to Egypt, India, Mesopotamia, Greece, Rome, China, Islam and the European Middle Ages.

HU 232 - Renaissance to early Romantic Era Humanities 3 semester hours
Prerequisites: EN 131 and EN 132. This course provides a chronologically arranged and global survey of the period from the 14th century to the late 1700s. It focuses on the key events, literature, music, sciences, philosophy and visual arts (painting, architecture and sculpture) that express and define the values of cultures in broad eras along this time span. It includes attention to Africa, Europe, the Americas and Asia during the Renaissance, Reformation and Baroque eras the Americas and Asia.

HU 233 - Romanticism to Contemporary Humanities 3 semester hours
Prerequisites: EN 131 and EN 132. This course provides a chronologically arranged and global survey of the period from the early 19th century to the present. It focuses on the key events and human expressions in the arts, sciences and thought from an international and cross-cultural perspective. It gives particular attention to the eras of Romanticism, Realism and Modernism and Postmodernism from an international and cross-cultural perspective.

NOTE: Religion and Philosophy courses fulfill a general education requirement for all majors. In order to graduate, students must take at least one of the 200- or 300-level courses listed below, depending on their major.

RP 120 - Introduction to Religion and Philosophy 3 semester hours
No prerequisite. This course does NOT satisfy the General Education requirement for a course in Religion and Philosophy. A multi-cultural study of religious and philosophical answers to the ancient questions concerning the existence of God, the nature of truth, the purpose of life, and the goal of society. Critical Thinking is a central component to understand course content.

RPA 130 - Introduction to Bible (Old Testament) 3 semester hours
No prerequisite. This course does NOT satisfy the General Education requirement for a course in Religion and Philosophy. This is a survey course that focuses on the Old Testament. This course looks at the Bible in its historical settings and from the viewpoint of literature and religion.

RPB 130 - Introduction to Bible (New Testament) 3 semester hours
No prerequisite. This course does NOT satisfy the General Education requirement for a course in Religion and Philosophy. This is a survey course that focuses on the New Testament. This course looks at the Bible in its historical settings and from the viewpoint of literature and religion.

RP 200 - Understanding Religion 3 semester hours
No prerequisite. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the discipline of Religious Studies through a multi-cultural study of basic concepts such as myth, ritual, deity, sacred space, sacred texts, music, and art.

RP 205 – Introduction to African Traditional Religion and Culture
3 semester hours
No prerequisite. This course introduces the student to African Traditional Religion and the culture and civilization of Africa before the coming of Arab and European colonialism and religions. Students will learn why African Traditional Religion is still practiced today amid Western and Eastern religions.

RP 220 - Understanding Biblical Studies 3 semester hours
No prerequisite. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the canon of Christian Scripture as well as to the Old and New Testaments in their historical, literary, and canonical contexts. This course serves as a critical foundation for the academic study of the Bible while allowing students to explore the contemporary connections with lived experience.

RP 225 - Life and Teachings of Jesus 3 semester hours
No prerequisite. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An examination of the life and teachings of Jesus within Jesus' own historical setting. Attention is given to the religious-historical background of his ministry, to his life and teachings as presented in the synoptic Gospels, and to contemporary applications of his teachings.

RP 227 - Genesis 3 semester hours
Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An examination of the book of Genesis with emphasis upon its modern application to moral and ethical problems.

RP 230 – Ethics **3 semester hours**

Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A course that examines the moral standards of our culture and considers theories and applications of moral reasoning to some of the social and personal complexities of our time. The course emphasizes values and ethics commensurate with those values and the role both play in our lives, socially and personally. The course examines the ways in which ethics and a sense of morality are shaped by society while also being transformative of society. Finally, the course explores different classical and contemporary moral theories and introduces various ways to consider justice.

RP 231 - History of Ancient and Medieval Philosophy **3 semester hours**

Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A study of western philosophy from its inception to 1400 A.D.; its relation to social and cultural origins; its role in the contemporary intellectual climate.

RP 232 - History of Modern Philosophy **3 semester hours**

Prerequisite: EN 131. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A study of leading philosophers from the Renaissance to the present day: idealists, positivists, pragmatists, and existentialists, with special reference to Descartes, Locke, Berkeley, Kant, Kierkegaard and Sartre.

RP 239 – Logic **3 semester hours**

No prerequisite. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An analysis of the process of correct thinking; the nature and structure of argument; the forms of valid reasoning, analysis, and definition. A study of the fundamentals of the scientific method for the organization of knowledge, utilizing the discipline of clear and consistent thinking.

RP 241 - Religions of the World **3 semester hours**

No prerequisite. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A brief look at the religious beliefs and practices in India, China, and Japan, as well as the Near-Eastern traditions of Judaism, Christianity, and Islam.

RP 255 – Philosophy and Education **3 semester hours**

No prerequisite. This course will introduce students to the philosophy of education through a close reading and discuss of key foundational texts as well as more contemporary, critical works. Education raises questions not only about the nature of knowledge and its transmission, but equally about power and its circulation. This course will examine the intersection of those questions as we reflect on the meaning of education and its role in contemporary society.

RP 331 - History of Christianity **3 semester hours**

Prerequisites: EN 131, EN 132 and RE 260.This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A survey of the history of the Christian faith from apostolic times to the present. Particular attention will be given to the

doctrinal controversies of the Latin and Greek Fathers, the Protestant Reformation, and the spread of Christianity from Europe to the New World, Asia and Africa.

RP 333 - The Prophets of Israel 3 semester hours
Prerequisites: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A study focusing on the later Prophets with major attention directed to Isaiah, Jeremiah, and Ezekiel and to the "minor prophets" Amos, Hosea, and Micah.

RP 336 - Life and Teachings of Paul 3 semester hours
Prerequisites: EN 131, EN 132 and RE 260.This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An examination of Paul's thought and teaching, and the missionary journeys which made Christianity a world religion. Particular attention is given to Paul's interpretation of the Christian message for contemporary life.

RP 340 - Religions in America 3 semester hours
Prerequisites: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. Traces the background and beliefs of the dominant religious groups - Catholic, Protestant, and Jewish - along with several alternative religious groups. Includes topics such as the role of religion in politics, religious diversity and public life, and popular religion.

RP 355 - Contemporary Philosophy 3 semester hours
Prerequisites: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. A study of leading thinkers from the twentieth century to the present day with an inquiry into the prominent concerns in contemporary philosophy.

RP 360 Christian Ethics 3 semester hours
Prerequisites: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the study of religious and philosophical ethics, focusing on four traditional Christian principles (love, justice, beneficence, conscience) and applying these principles to specific moral problems and issues such as human rights, human sexuality, social concerns, politics, economics, ad biomedicine. After a careful perusal of prominent Christian ethical theories and theorists, we will explore how moral judgments are made and how religious views influence these judgments.

RP 370 Political Philosophy 3 semester hours
Prerequisites: EN 131, EN 132 and RE 260. This course may be used to satisfy the General Education requirement for a course in Religion and Philosophy. An introduction to the field of political philosophy through a close reading and discussion of key foundational texts. We will examine issues such as the nature of rights, political authority, sovereignty, liberty, and justice. After a critical examination of these texts, we will explore how these political philosophies

impact not only the formation of government and society, but our individual lives as well.

RP 400 - Africana Philosophy 3 semester hours
Prerequisite: HI 130, or permission of instructor. A study of leading philosophers in the field of African-American philosophy from 1619 to the present. This philosophy born of struggle will focus its attention on the dominant themes of Africana thought: existence, identity, alienation, oppression, racism and sexism. Special reference will be given to thinkers such as Howard McGary, Martin Delaney, Frederick Douglass, Garvey, W.E.B. Dubois, Cornel West, bell hooks, Naomi Zack, and Kwame Anthony Appiah.

RP 430 - Human Nature and Knowledge 3 semester hours
Prerequisites: EN 131, EN 132, and RE 260, or permission of instructor. The fundamental questions about human nature and the reliability of human knowledge will be explored both historically and cross-culturally.

RP 434 - Death and Immortality 3 semester hours
No Prerequisite: A study of the critical dimensions of death and dying, including immortality, suicide, abortion, euthanasia, capital punishment, the right to life, and other relevant topics. Includes use of materials from philosophy, psychology, sociology, and religion.

RP 435 - Black Church/Black Theology 3 semester hours
Prerequisite: HI 130 or permission of instructor. A study of the significance of the church in the Black culture, its historical perspective and present role in the community. Includes contributions of outstanding Black theologians to religious thinking.

RP 436 - Philosophy of Religion 3 semester hours
Prerequisites: EN 131, EN 132, and RE 260, or permission of instructor. An examination of the classical and contemporary theories for belief in God, the problem of evil, different claims of religious truths, religious views on human destiny, religious language, and religion and moral values.

RP 458 - Special Topics and Contemporary Issues 3 semester hours
No Prerequisite. A topical study of issues and trends relevant to the study of religion and philosophy. Main theme varies from year to year. May be repeated once for credit.

RP 465 Theories of Justice for Leadership 3 semester hours
Prerequisite: RP 230, or permission of instructor. RP majors will be expected to have taken RP 333 and 355; minors in Ethics for Leadership will be expected to have taken LEAD 301. An examination of different understandings, formulations, and theories of justice as they relate to real world problems. Doing justice emerges as a central way to provide leadership in society and to appreciate the ethics of such leadership. The course accomplishes this by addressing a specific moral, social, or environmental issue identified by students who then examine the ways in which understandings of justice are shaped by and transform society.

RP 490 - Field Work **3 semester hours**
Prerequisites: EN 131, EN 132, RE 260 and RP 230; a minimum of 18 semester hours in Religion and Philosophy; HUE 280, 380, or permission of instructor. Placement at a local church or other community service organization to work 135 volunteer hours in a field related to the student's career goals. Activities will vary but must be approved by the supervising internship director and the student's faculty student success coach.

RP 498 - Research in Religion and Philosophy **3 semester hours**
Prerequisites: EN 131, EN 132 and RE 260; junior or senior standing; a minimum of 30 semester hours in RP courses. The purpose of this course is to introduce students to research methodology and instruct them in doing scholarly research in the field. The format of the course is designed to assist students in designing a project, beginning the research, and completing a prospectus for their senior project. As part of the course, each student will orally present a proposal at the departmental seminar for critique by faculty and must submit a preliminary draft of the research paper.

RP 499 - Senior Seminar in Religion and Philosophy **3 semester hours**
Prerequisite: Successful completion of RP 498. This course is intended to provide guidance for students refining and developing the research project proposed and approved in RP 498. Completed research projects will be presented and defended before a faculty committee. This course also requires successful completion of senior exit exams in four content areas.

SPECIAL ACADEMIC PROGRAMS AND OPPORTUNITIES

Philosophy Reading Group Religion and Philosophy Film Club

Theta Alpha Kappa National Honor Society for Religious Studies and Theology

DEPARTMENT OF SPEECH COMMUNICATION, THEATRE AND VISUAL ARTS

The department of Speech Communication, Theatre & Visual Arts offers majors focusing on Speech Communication, Theatre and Visual Arts. Students select from one of the following three emphases and or minor in any of the specified three areas. Also, students can take eighteen (18) credit hours in specific courses in Speech Communication, Theatre Arts, or Visual Arts to receive a minor respectively.

The Bachelor of Arts in Speech Communication General Speech Emphasis

The Bachelor of Arts in General Speech is designed for students who are interested in pursuing careers in sales, marketing, motivational speaking, employee training and development, lobbying, and communication-related careers within business and industry. Many students within this emphasis enter law and divinity schools. Other majors pursue Master's and Doctorate degrees in order to become professional educators at the college or university level. Also,

students are expected to be actively involved in the activities of the Thurgood Marshall Speech and Debate Society. The Society is open to all interested students.

Interdisciplinary Studies Emphasis

The Interdisciplinary Studies Emphasis is perfect for the student able to identify a specific cognate area of study in such fields as Business, Education, Marketing, Advertising, Music Performance or Theatre and students who are interested in going to graduate and professional schools. Students in this emphasis must identify an official cognate area and will take a minimum of 18 hours in this cognate area. The cognate area will be selected according to the student's specific career and/or graduate or professional school objectives (e.g. pre-law minor, marketing minor, criminal justice minor, psychology minor, etc.). Also, students are expected to participate in the Thurgood Marshall Speech and Debate Society or the Speakers' Bureau as well as student organizations specific to their graduate and/or professional school goals. (Pre-law Club, Future Educators of America, BEEP, Psychology Club, etc.). The Thurgood Marshall Society and Speakers' Bureau are open to any interested student.

Performance (Acting and Directing) Emphasis

The Performance Emphasis is designed to train students who are interested in such fields of work as acting, directing, producing, and voice talent for radio, film, television, sales, marketing, news reporting, and theatre arts education. To facilitate students' goals, Performance students study theatre history, dramatic literature, dance, actor movement, and design and technical theatre. Performance study also places importance on the development of critical thinking, creativity, and interpersonal and intrapersonal skills. Enrollment in Performance Repertory is required for the emphasis. Students whose emphasis is Performance must also be actively involved with the Mary McLeod Bethune Players. Orchesis Dance Ensemble within this emphasis. Students, outside of the major, are also invited to participate in these organizations.

MINOR IN GENERAL SPEECH COMMUNICATION - 18hrs

Course Requirements

SC 101 Introduction to Human Communication, 3 hours
SC 220 Communication Ethics, 3 hours
SC 301 Issues in Multicultural Communication, 3 hours
SC 335 Introduction to Argumentation and Debate, 3 hours
SC 401 Small Group Communication, 3 hours; **OR** TA 110 Acting I, 3 hours
SC 407 Special Topics in Speech Communication, 3 hours

ANY ONE (1) of the following topics:

- **SCA 407** Rhetorical Criticism

- **SCB 407** International Communication
- **SCC 407** Gender Communication
- **SCD 407** Social Movements
- **SCE 407** Communication Theory
- **SCF 407** Interviewing
- **SCG 407** Intimate Communication
- **SCH 407** Nonverbal Communication
- **SCI 407** Health Communication
- **SCJ 407** Leadership Communication
- **SCK 407** Computer-Mediated Communication
- **SCL 407** Family Communication
- **SCM 407** Classroom Communication
- **SCN 407** Contemporary Dance Technique

MINOR IN THEATRE ARTS- 18hrs

Course Requirements

TA 110 Acting I, 3 hours

TA 102 Elements of Play Production, 3 hours

TA 210 Acting II, 3 hours

TA 302 Theater History, 3 hours

TA 310 Acting III, 3 hours

TA 402 Black American Drama, 3 hours

MINOR IN VISUAL ARTS - 18hrs

A minor in art shall consist of 18 semester hours and a "C" (2.0) average for all classes taken toward the minor must be earned. Any 100 or 200 level art credits earned can be applied to the minor in art. At least 15 semester hours must be taken at Bethune-Cookman University with at least six (6) hours at the junior/senior (300 or 400) levels.

In addition to all requirements for the minor in Visual Arts, students must complete all general studies courses which are required by the University. The minor is designed to build upon two years of general education and a set of program prerequisites and electives.

Course Requirements

ART 210 Art History, 3 hours

ART 211 Principles of Design I, 3 hours

ART 110 Drawing and Composition, 3 hours **OR ART 215** Photography I, 3 hours

Art Electives 9.0 ANY three (3) of the following:

ART 120 Drawing and Composition, 3 hours

ART 130 Analysis of Visual Arts, 3 hours

ART 212 Principles of Design II, 3 hours

ART 216 Photography II, 3 hours

ART 310 Printmaking, 3 hours

ART 313 Acrylic Painting I, 3 hours

ART 314 Acrylic Painting II, 3 hours

ART 317 Silk-screening I, 3 hours

ART 318 Silk-screening II, 3 hours

ART 320 Selected Topics in Art, 3 hours

ART 410 Art Seminar, 3 hours

In addition to program specific offerings, the department contributes to the General Education Curriculum and service courses for other programs including SC 230 Introduction to Effective Oral Communication, and TAB 103 Dance Seminar *as a substitute for* ***PE Activity that is required for all undergraduate students .***

Department of Speech Communication, Theatre and Visual Arts Mission and Goals:

The Mission and Goals of the department of Speech Communication, Theatre, & Visual Arts are to recognize the paramount importance of effective oral, written, visual, and other forms of non-verbal communication in an effort to evolve students into transformative leaders.

Through inquiry, critical thinking, and collaboration, students are provided with the skills necessary for effective cultural and civic engagement as globally focused communicators, performers, and scholars.

PROGRAM STUDENT LEARNING OUTCOMES (PSLOs)

- Demonstrate ability to critically listen, analyze, evaluate speakers, speeches, dramatic texts, performances, visual art forms, and apply communication, performance, artistic theories, and aesthetic and technical qualities as assessed through competency rubrics.
- Apply qualitative, quantitative, or triangulation methods in art, communication or performance research as demonstrated by a competency rubric.
- Organize and deliver effective oral presentations or performance with a variety of communication or performance goals and purposes, including computer and audio-visual technologies as demonstrated by a competency rubric.
- Demonstrate skills and knowledge necessary for art production, effective communication, performance, and scholarship in careers, graduate or professional schools as assessed through competency rubric.
- Appreciate the essence of group communication or performance including leadership and membership roles as well as effective participation to achieve realistic goals as assessed through competency rubric.
- Identify audience diversity and making relevant communication or performance adjustment to age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, and social-economic status in today's global society.
- Recognize, critique and demonstrate appreciation for performances, oral traditions, and works of art produced by artists of diverse cultures, both past and present.
- Demonstrate civic engagement by applying communication, performance, artistic skills in real life experiences in today's society and internship.

Major Requirements

Students must complete a minimum of 120 hours, including the General Education program.

Course Requirements

Note: Please refer to the vertical curriculum for additional course requirements.

2012-2013 **School of Arts and Humanities**

Bethune-Cookman University

Speech Communication: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**	
MAT 131	**Math for Liberal Arts**	**3**		**MAT 132**	**College Math**	**3**	
FC 110	**Freshman Seminar I**	**1**		**BI 131**	**General Biology I**	**3**	
RE 131	**Cultural Literacy**	**3**		**BIL 131**	**General Biology I Lab**	**0**	
PE ____	**Physical Ed. Activity***	**1**		**HI 130**	**African-American History**	**3**	
____ ____	SC 101 **or** TA 100	3		TA 103	Any ONE of THREE Part Seminars	1	
____ ____	ANY 1 of 3 TA 103 Part. Seminar **or**	1		____ ____	SC 203 **or** TA 110	3	
____ ____	TA 102	3		**FC 111**	**Freshman Seminar II**	**1**	
HUD 180	Professional Seminar	0		HUD 180	Professional Seminar	0	
	Total	**15/17**			**Total**	**17**	

Sophomore Year

First Semester				Second Semester			
ML ____	**Modern Language 131 or 132**	**3**		**HU ____**	**Humanities*****	**3**	
SC 230	**Intro/Oral Communication**	**3**		**RP ____**	**RP Elective (200-300 Level)**	**3**	
____ ____	**Science Elective****	**3**		____ ____	SC 232 **or** TA 210	**3**	
____ ____	SC 231 **or** TA 220	3		____ ____	SC 220 **or** CS 132	3	
____ ____	CS 132 **or** TA 201	3		TA 245	Oral Interpretation of Literature **or**	**3**	
TA 103	Any ONE of THREE Part Seminars	1		TA ____	Any TA 100-300 Level		
HUD 280	Professional Seminar	0		TA ____	Any 1 of 3 TA 103 Part Seminars	0/1	
	Total	**16**		HUD 280	Professional Seminar	0	
					Total	**15/16**	

Junior Year

First Semester				Second Semester			
____ ____	SC 301 **or** TA 307	3		____ ____	SC 300 **or** TA 300	3	
____ ____	SC 302 **or** TA 302	3		____ ____	SC 305 **or** TA 310	3	
____ ____	SC 304 **or** TA 304	3		____ ____	SC 403 **or** TA 330 or Free Elective	3	
____ ____	SC 335 **or** TA 420	3		____ ____	Any SC 407 **or** TA 421	3	
____ ____	Free Elective#	3		____ ____	Free Elective#	3	
HUD 380	Professional Seminar	0		HUD 380	Professional Seminar	0	
	Total	**15**			**Total**	**15**	

Senior Year

First Semester				Second Semester			
____ ____	SC 401 **or** TA 320	3		____ ____	SC 490 or TA 490 Internship	6	
____ ____	Any SC 407 **or** SC 403 **or** TA 402	3		____ ____	Free Elective#	6	
____ ____	SC 407 **or** SO 435 **or** TA 430	3		HUD 480	Professional Seminar	0	
____ ____	SC 499 **or** TA 499	3					
____ ____	Free Elective#	3					
HUD 480	Professional Seminar	0					
GRAD 450	University Graduation - UG	0					
	Total	**12/15**			**Total**	**12**	

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, and PH 228 Intro to Astronomy.***
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
*# Free elective means you can take any 100-400 level course you want as long as you meet the course prerequisites.***

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SPEECH COMMUNICATION ELECTIVES

Speech Communication-Interdisciplinary Studies-Theatre Arts Performance Electives

Speech Communication : Required Courses -27 hours

TAA 103	Tra-Co-Dram Seminar	1
TAB 103	Dance Seminar	1
TAC 103	Public Speaking Seminar	1
CS 132	Computer Applications I	3
TA 245	Oral Interpretation of Literature	3
____ ____	SC 490 or TA 490 Internship	6
____ ____	SC / TA / VA Free Electives	12
HUD 180-480	**Professional Seminar**	**0**

Theatre Arts-Performance Electives

TA 100	Introduction to Theatre	3
TA 102	Elements of Play Production	3
TA 110	Acting I	3
TA 201	Movement for the Actor	3
TA 210	Acting II	3
TA 220	Theatre Crafts	3
TA 300	TA Research & Junior Seminar	3
TA 302	Theatre History	3
TA 304	Introduction to Design	3
TA 307	Voice Production for the Performer	3
TA 310	Acting III	3
TA 320	Narrative Theatre	3
TA 330	Performance Repertory I	3
TA 402	Black American Drama	3
TA 420	Script Interpretation	3
TA 421	Directing	3
TA 430	Performance Repertory II	3
TA 499	Senior Seminar in Theatre Arts	3

Interdisciplinary Studies Electives

SO 435	Groups & Group Behavior	3
____ ____	Free Elective	15

Speech Communication electives

SC	101	Intro to Human Communication	3
SC	203	Effective Listening	3
SC	220	Communication Ethics	3
SC	231	Intro to Communication Theory	3
SC	232	Rhetorical Criticism	3
SC	300	Speech Comm. Research & Junior Seminar	3
SC	301	Issues in Multicultural Comm.	3
SC	302	Organizational Communication	3
SC	304	Intro to Interpersonal Comm.	3
SC	305	Persuasion Theory & Practice	3
SC	335	Intro to Argumentation & Debate	3
SC	401	Small Group Communication	3
SC	403	Communication in Conflict Mediation and Negotiation	3
SC	499	Senior Seminar in Speech Comm.	3

Special Topics

SCA	407	Rhetorical Criticism	3
SCB	407	International Communication	3
SCC	407	Gender Communication	3
SCD	407	Social Movements	3
SCE	407	Communication Theory	3
SCF	407	Interviewing	3
SCG	407	Intimate Communication	3
SCH	407	Nonverbal Communication	3
SCI	407	Health Communication	3
SCJ	407	Leadership Communication	3
SCK	407	Computer Mediated Communication	3
SCL	407	Family Communication	3
SCM	407	Classroom Communication	3
SCN	407	Contemporary Dance Technique	3

COURSE DESCRIPTIONS FOR SPEECH COMMUNICATION, THEATRE AND VISUAL ARTS

SC 101 - Introduction to Human Communication 3 semester hours

Prerequisite: EN 131 and EN 132. Survey course in Speech Communications, beginning with a study of the history and evolution of human communication. Course emphasizes audience analysis, listening as well as nonverbal communication, mass communication, small group communication, interpersonal communication, persuasion, and public speaking.

SC 203 - Effective Listening 3 semester hours

Prerequisites: Introduction to the theory and practice of effective listening in a variety of situations and environments.

SC 220 - Communication Ethics 3 semester hours

Prerequisites: Intensive study of ethical issues central to a variety of communication contexts. Special attention is given to communication ethics in continually diverse environments.

SC 230 - Introduction to Effective Oral Communication 3 semester hours

Prerequisites: EN 131 and EN 132. (EN 132 co-requisite with permission of the instructor.) A study of the fundamentals of Oral Communication through theory and practice for purposes of organizing and delivering effective oral messages in a variety of settings. Particular attention will be given to pronunciation, articulation, and diction.

SC 231 - Introduction to Communication Theory 3 semester hours

Prerequisites: EN 131 & EN 132 The course will offer students a broad introduction to theories that explain, impact, and shape communication processes. Specifically, this course is based on communication research and theory as applied to a variety of situations and contemporary social interactions. The goals of the course are to improve the student's understanding of fundamental theories and concepts including interpersonal, interviewing, small group, presentational, and organizational communication.

SC 232 - Rhetorical Criticism 3 semester hours

Prerequisites: EN 131 & EN 132. This course is designed to introduce students to the significance of rhetorical criticism while providing clear guidelines for understanding and practicing critical analysis. The course is structured to provide a systematic approach to develop the skills of analyzing and assessing symbols.

SC 300 - Speech Communication Research and Junior Seminar 3 semester hours

Prerequisites: EN 131 and EN 132 SC 230. First of two research courses for majors with junior standing. Review of research of theory and methods in speech communication. Completion of draft of Senior Thesis through the process of determining the research topic and specific questions, review of literature, determination of research methodology, application of method, and conclusions are specific goals.

SC 301 - Issues in Multicultural Communication 3 semester hours

Prerequisites: EN 131, EN 132 SC 230. The study of diverse issues affecting communication and interaction between persons of different racial and/or ethnic backgrounds. Emphasis on achieving culture-dependent nature of effective communication.

SC 302 - Organizational Communication 3 semester hours

Prerequisites: EN 131, EN 132 & SC 230. Presentation of theoretical and practical methodologies and procedures for understanding, preventing, alleviating, or solving communication problems in organizational settings in both the private and public sector.

SC 304 - Introduction to Interpersonal Communication 3 semester hours

Prerequisites: EN 131, EN 132. Theory, research, and practice concerning the role of communication in the development, maintenance, and decay of interpersonal relationships.

SC 305 - Persuasion Theory and Practice 3 semester hours

Prerequisites: EN 131, EN 132 SC 230. Instruction and practice in the preparation, delivery, and evaluation of persuasive messages. Also analysis of persuasive communication as a form of social influence in interpersonal and mass audience contexts.

SC 335 - Introduction to Argumentation and Debate 3 semester hours

Prerequisites: EN 131, EN 132 SC 230. Offers students opportunities to participate in various types of debate. Instruction in the step-by-step procedure of academic debate. Emphasis is placed on critical thinking, analysis of data, logic, evidence, and delivery.

SC 401 - Small Group Communication 3 semester hours

Prerequisites: EN 131, EN 132 SC 230 & SC 304. Designed to provide an understanding of the theory, research and methods involved in the study of group communication. Added focus on communication behavior within the special framework of the small group. Guided practice in various types of discussion situations.

SC 403 - Communication in Conflict Mediation and Negotiation 3 semester hours

Prerequisites: EN 131 & EN 132 SC 230 & SC 304. An examination of communication as a significant variable in conflict management. Deals with theoretical and practical aspects of conflict management at the dyadic (interpersonal), small group, organization, and societal levels. Forms of negotiation, bargaining and third party consultation will be considered.

SC 407 – Special Topics n Speech Communication 3 semester hours

Prerequisites: None. This course is designed to present information on a wide variety of subjects in which speech communication majors should be exposed to but which inclusion as regular course offerings is precluded because of regularly scheduled semester offerings. Despite the 407 number, the course is not exclusively a senior level course as confirmed in the Program Vertical Curriculum at the Junior level. All students are invited to enroll in any of the following special topic courses:

SCA 407 Rhetorical Criticism
SCB 407 International Communication
SCC 407 Gender Communication
SCD 407 Social Movements
SCE 407 Communication Theory
SCF 407 Interviewing
SCG 407 Intimate Communication
SCH 407 Nonverbal Communication
SCI 407 Health Communication
SCJ 407 Leadership Communication
SCK 407 Computer-Mediated Comm.
SCL 407 Family Communication
SCM 407 Classroom Communication
SCN 407 Contemporary Dance Technique

SC 490 – Internship 6 semester hours

Students and student success coaches will identify an appropriate work arena and site location in the area of speech communication to provide students with intensive hands-on-work experience.

SC 499 - Senior Seminar in Speech Communication 3 semester hours

Prerequisites: EN 131, EN 132, SC 201, 203, 220, 300, 301. Completion of work begun in SC 300. Specifically, culmination of research project through application of methodology, procedures, data analysis, and presentation of findings through oral defense.

TA 100 - Introduction to Theatre 3 semester hours

Prerequisites: EN 131 and132. Experiential, conceptual, historical, and cultural study of theatre as a unique form of artistic expression, and mirror of human values throughout the world; survey of constituent elements of a theatrical work and its major forms of expression.

TA 102 - Elements of Play Production 3 semester hours

The study of the elements of theatrical productions, including opportunities for practical experience in elementary lighting, scene, and costume design. This course also focuses on basic practical construction techniques.

TA 103 - Participation Seminar 1 semester hour

Prerequisite: None. This course is designed to allow all interested majors and non-majors to gain experience in running various aspects of an actual production, including publicity and promotion, front of house, stage management, and production run crews (lighting, scenery, sound, costume, makeup, etc.) Non-majors who take this course are expected to participate in departmental productions, in one of the areas listed above. This course is repeated for a total of three credit hours over the student's matriculation.

TAA 103 A Tra-Co-Dram Seminar 1 semester hour

The Tra-Co-Dram Seminar course is a studio based course designed to teach basic principles in acting and theatrical production. Students will be engaged in a variety of physical acting exercises, explorations, and applications as related to the theatre, forensics and oral interpretation. The assignments in the course draw on principles from a variety of acting and performance techniques and include elements theatre production, arts administration and directing. Students are required to participate in a public performance and keep a journal of classes and exercises.

TAB 103 A Dance Seminar 1 semester hour

The Dance Seminar course is a studio based course designed to teach basic movement principles in a variety of dance genres/styles. Students will be engaged in a variety of physical exercises, explorations, and applications as related to the art of dance and movement expression. The exercises in the course explore principles from a variety of dance techniques and include elements of body conditioning, African dance, yoga, ballet, jazz, improvisation, and choreography. Students are required to participate in a public performance and keep a journal of classes and exercises. Under the new General Education curriculum, this course can be used to satisfy the PE activity requirement.

TAC 103 A Public Speaking Seminar 1 semester hour

A study of the fundamentals of Oral Communication through practice for the purposes of organizing and delivering effective oral messages in a variety of settings. The course prepares students to improve ability to speak before an audience, to listen and analyze speeches, and to increase awareness of the role of communication in our complex society, including the online environment.

TA 110 - Acting I 3 semester hours

This course is for non-majors and majors. The course is an introduction to acting and includes its basic elements and techniques in scene and monologue presentation.

TA 201 - Movement for the Actor 3 semester hours

Prerequisite: TA 110. Introduction to movement as a fundamental element of the actor's craft; focus on recognition, development, and understanding of natural physical actions and rhythms, and their application to stage.

TA 210 - Acting II 3 semester hours

Prerequisites: TA 110 or permission of the instructor. Techniques in scene and monologue study from representative plays of the past and present. This course also focuses on auditioning professionally. Students are required to participate in departmental productions either on stage or backstage.

TA 220 - Theatre Crafts 3 semester hours

Co-requisite: TA 102. Lecture/laboratory course, covering all phases of craft skills and equipment involved in technical theatre production. Required work in production shops.

TA 245 - Oral Interpretation of Literature 3 semester hours

Prerequisites: EN 131 and132. Introduction to interpretation of literature in performance, designed to develop and heighten the performer's responsiveness to the literary text. Includes principles of selecting, cutting, and adapting.

TA 300 - Theatre Arts Research and Junior Research Seminar 3 semester hours

Prerequisites: EN 131 and 132, TA 302, TA 301. The Theatre Arts Junior and Senior Seminars essentially function together as a practicum. A practicum combines the artistic and scholarly aspects of the theatre emphasis by following the research model common to the fine arts, that of creative research. In this course, the student will choose a script, or create a performance text, and conduct textual analysis, and research in the historical, theoretical and aesthetic aspects of the piece. The student will complete a Senior Thesis Proposal, along with a proposal for a Senior Showcase.

TA 302 - Theater History 3 semester hours

Prerequisites: EN 131, EN 132 or permission of the instructor. A study of theatrical forms from Classical Greece to Contemporary times; focus on theatre, architecture, scenery, costume, methods of staging, and production, as well as the study of representative works from both western and nonwestern cultures.

TA 304 Introduction to Design 3 semester hours

Prerequisites: TA 220. Historical and conceptual survey of basic design elements of production scenery, costumes, lighting, sound, and their relationship to the theatrical production process.

TA 307 Voice Production for the Performer 3 semester hours

Prerequisites: EN 131 & EN 132. Techniques for freeing the vocal mechanism: breathing phonation, movement to enhance the performer's craft. Exercises in articulation and dialects as techniques for conveying dramatic intention and character. International Phonetic Alphabet, Standard American Dialect.

TA 310 - Acting III 3 semester hours

Prerequisites: EN 131, 132 & TA 210 or permission of the instructor. Audition required for students without TA 210 background. This course is designed to emphasize styles of acting. Special emphasis on plays drawn from various historical periods.

TA 320 - Narrative Theatre 3 semester hours

Prerequisite: TA 245. Directing techniques for staging literary texts not originally written for the theatre, including script adaptation of short stories, poetry, and nonfiction prose. Directing projects required.

TA 330 - Performance Repertory 3 semester hours
Prerequisite: TA 101, TA 307, TA 245. Prospective students must audition for and be cast in the performance troupe. Group performance in dramatic and narrative theatre styles, as well as theatre movement.

TA 402 - Black American Drama 3 semester hours
Prerequisites: TA 101, EN 131 and EN 132 or permission of the instructor. A study of representative Black American Theatre. This course looks at the development of the African- American Play through works by playwrights such as Dodson, Mitchell, Hansberry, and Wilson.

TA 420 - Script Interpretation 3 semester hours
Prerequisites: EN 131 and 132, TA 302. Exploration of the script as a blueprint for realization of the artistic stage image. Special attention given to plot, structure, character treatment, and language style, as they relate to performance, direction, and scenography.

TA 421 – Directing 3 semester hours
Prerequisites: TA 302, TA 420. Exploration of conceptual, planning and implementation skills of stage director from script interpretation to rehearsal and performance; to both traditional and nontraditional theatrical modes and images. The course employs creative exercises in an imaginative use of space, time, and materials as they relate to stage direction and design.

TA 430 - Performance Repertory II 3 semester hours
Prerequisite: TA 101 and TA 420. Prospective students must audition for, and be cast in the performance troupe. Group performance in dramatic and narrative theatre styles, as well as theatre movement. This course is a continuation of TA 330 and involves the staging of more advanced works, in more sophisticated theatrical styles.

TA 490 – Internship 6 semester hours
Students and student success coaches will identify an appropriate work arena and site location in the area of theatre arts to provide students with intensive hands-on-work experience.

TA 499 - Senior Seminar in Theatre Arts 3 semester hours
Prerequisite: TA 302, TA 420, and permission of the instructor. This course is devoted to the completion of work begun in TA 300. The research culminates in application in the form of a Senior Thesis consisting of two sections; analysis, and historical/theoretical research, as well as an aesthetic and critical self-evaluation of artistic performance and process. In addition, the student presents a Senior Showcase, followed by an oral defense of the paper, and a post-performance critique.

COURSE DESCRIPTIONS FOR ART

ART 110 - Drawing and Composition I 3 semester hours
Introduction to representational drawing with emphasis on basic skills and concepts, using the pencil as the main medium. Open to all students.

ART 120 - Drawing and Composition II 3 semester hours
Prerequisite: ART 110 Drawing and Composition I or permission of instructor. Emphasis on further development of technique and exploration of personal imagery and context and introduction to the fundamentals of drawing the human figure.

ART 130 - Analysis of Visual Arts **3 semester hours**
An introductory art appreciation course designed to provide a foundation for understanding the visual arts through lectures, films, hands-on activities and resource persons. Open to all students.

ART 210 - Art History **3 semester hours**
A broad survey of visual art forms from the Classical Period to the present. Open to all students.

ART 211 - Principles of Design I **3 semester hours**
Studio course introducing the basic art elements such as line, value, and color to develop vocabulary, theory, materials, and techniques involved in creating two-dimensional design forms. Open to all students.

ART 212 - Principles of Design II **3 semester hours**
Prerequisite: ART 211 Principles of Design I or permission of instructor. Studio course introducing the basic art elements inherent in three-dimensional works of art. The elements of shape, mass, balance, proportion, and scale will be explored.

ART 215 - Photography I **3 semester hours**
Beginning course in photography and basic darkroom work with emphasis on the use of the camera, darkroom procedures of developing and printing, and the study of visual design. Open to all students.

ART 216 - Photography II **3 semester hours**
Prerequisite: ART 215 Photography I or permission of instructor. Advanced course with emphasis on imagery, content and refinement of techniques of the medium. Use of the camera as a medium of individual creative expression.

ART 310 – Printmaking **3 semester hours**
Prerequisite: ART 110 Drawing and Composition I or ART 211 Principles of Design I. Basic procedures and processes in printmaking. Formal and expressive characteristics of the print media with emphasis on relief printing.

ART 313 - Acrylic Painting I **3 semester hours**
Prerequisite: ART 110, 120 Drawing and Composition I and II or ART 110 Drawing and Composition I and ART 211 Principles of Design I. Introduction to basic concepts and techniques of acrylic painting.

ART 314 - Acrylic Painting II **3 semester hours**
Prerequisite: ART 313 Acrylic Painting I. A continuation of Acrylic Painting I. More in-depth procedures and processes in painting. Formal and expressive characteristics of the print media with emphasis expression of personal individual ideas.

ART 317 - Silkscreening I **3 semester hours**
Prerequisite: ART 110. Drawing and Composition I or ART 211 Principles of Design I or ART 130 Analysis of Visual Arts. Exploration of silkscreening as an experimental technique to individual expression.

ART 318 - Silkscreening II **3 semester hours**
Prerequisites: ART 317. Silkscreening I or permission of instructor. Extension of Silkscreening I with emphasis on personal expression, stylistic variations and individual development.

ART 320 - Selected Topics in Art **3 semester hours**

Seminars for students who are interested in the study of the art of various cultures including but not restricted to African American, Mexican American, and Native American artists. Open to all students.

ART 410 - Art Seminar **3 semester hours**

Prerequisite: Permission of instructor. In-depth exploration/discussion of selected fields of art, either a period, an era, or topic exposing students to fundamental issues and ideas/ methodologies current in the field of art. Students may study or research an individual or project. Designed to help students develop research skills and personal vision/expression.

SPECIAL ACADEMIC PROGRAMS AND OPPORTUNITIES:

Student Organizations

Orchesis Dance Ensemble
Tra-Co-Dram – The Mary McLeod Bethune Players
Thurgood Marshall Speech & Debate Society

Main Stage Theatre Season

Fall Production & Spring Production

Professional Affiliations: National Communication Association (NCA)
Southeastern Theatre Conference, Inc. (SETC)
Black College Dance Exchange (BCDE)
Black Theatre Network (BTN)

Job/Career Opportunities

Students attaining in advance degree in Speech Communication or a related area are the major goal for Departmental Faculty. Students who are graduated with a degree from the department of Speech Communication, Theatre, & Visual Arts are uniquely prepared to take advantage of a variety of employment opportunities. A brief sampling of careers fields and occupation arenas are listed below: Lawyers, Spokespersons (PR), Actors, Realtors, Speech Writers, Voice Talent (radio, TV, film), Civil Servants, Theatrical Directors, Human Resource Development, Education, Communication Trainer, Customer Service Representatives, Lobbyists, Motivational Speakers, Newscasters, Ministers, Legislators, Public Relations Professionals, Counselors, Educators, Diplomats, Business, Buyers, Human Resource Managers, Program Coordinators, Public Information Officers.

The School of Education offers a degree leading to the Bachelor of Arts in English Education and Music Education. The majors are offered in cooperation with the School of Arts and Humanities.

THE 7 HABITS OF HIGHLY EFFECTIVE PEOPLE

SCHOOL OF BUSINESS

The Wendell Holmes School of Business recognizes that leadership is more than a position. It is an action. Mastery of the major tenets of business is accomplished through innovative and cutting edge technologies and systems. Students are trained in Accounting, Entrepreneurship, Finance, Management, Management Information Systems, Marketing, International Business, and Hospitality Management. Activities are designed to help students become critical and analytical thinkers, and effective communicators who exemplify the highest levels of ethical and moral behavior.

OBJECTIVES

The objectives of the School of Business are to provide the student with the following general business skills and competencies:

- The ability to think critically.
- The ability to apply analytical and technical skills in problem solving and research.
- The ability to demonstrate leadership skills.
- The ability to communicate effectively.
- An understanding of legal, ethical and professional practices.
- An understanding of the global and diverse nature of business.

SCHOOL OF BUSINESS STUDENT LEARNING OUTCOMES

1. Business students upon completing their program will demonstrate at an acceptable level both critical thinking and problem solving skills supported by appropriate analytical and quantitative techniques through a case study, group project, senior thesis/business plan and/or written assignments.
2. Business students upon completing their program will demonstrate at acceptable levels technological competencies required for handling vital business information/decisions through various projects/tasks and/or assignments.
3. Business students upon completing their program will define the professional code of conduct within their discipline and demonstrate at an acceptable level the importance of behaving ethically in their professional lives through case studies identifying ethical dilemmas and applying an ethical model or framework to propose and defend a resolution.
4. Business students upon completing their program will demonstrate at acceptable levels communication skills both written and oral through a case study, senior thesis/business plan, and an oral presentation.
5. Business students upon completing their program will demonstrate at acceptable levels the ability to integrate general knowledge across business disciplines through a case study

or project that develops a strategic recommendation that embodies each functional area of business.

6. Business students upon completing their program will demonstrate at acceptable levels the ability to analyze key global and diverse components of countries' business environments and discuss how environmental components differ across countries through internships, research and oral presentation.
7. Business students upon completing their program will demonstrate at acceptable levels a sense of civic responsibility through service projects and presentations assessed by rubrics appropriate to the discipline.

School General Requirements:

Students are required to complete the Business Core and must earn a "C" or better in all business courses. Students are required to complete the standardized, comprehensive School of Business Exit Exam. No more than six hours of 300 and above level courses may be transferred from another accredited institution (See Academic Regulations).

*All business majors are required to take the following courses to satisfy General Education Requirements:

- MAT 134 and MAB 138 - Math Requirements
- RP 200 or 300 Elective - RP 241 Preferred

Business Core: .....59 Hours

- AC 231 Principles of Accounting I
- AC 231L Accounting I Lab
- AC 232 Principles of Accounting II
- AC 232L Accounting II Lab
- BA 110 Introduction to Business
- BA 231 Microeconomics
- BA 232 Macroeconomics
- BA 234 Legal and Ethical Environment of Business
- BA 236 Business Statistics
- BA 237 Quantitative Tools and Methods
- BA 360 Business Communication
- BA 499 Capstone Course
- BL 230 Business Leadership and Professional Development
- FI 335 Corporate Finance
- IB 350 International Business
- ITM 100 Computer Literacy
- ITM 110 Business Computer Applications for Microcomputers

- ITM 200 Information Systems Essentials
- MG 300 Management and Organizational Behavior
- MG 493 Business Ethics
- MG 495 Business Strategy and Policy
- MK 341 Principles of Marketing

***Core courses may differ for Hospitality Management Majors**

School of Business Dress Policy:

The School of Business students at Bethune-Cookman University are required to "Dress Professionally" EACH Wednesday and for ALL business functions.

The School of Business at Bethune-Cookman University, strongly maintains the traditional notion of an acceptable professional dress. In order to achieve the total professional and educational experience, appearance of every business student is an important component of maintaining a business centered learning environment.

In order to achieve the total professional and educational process, an appropriate dress code policy, which promotes a positive image of the School of Business, must be demonstrated at all times. All students must have the following items:

Women: Business suits consisting of matching jacket and bottom in conservative dark colors. Navy and Dark gray. Black is only acceptable for evening events. **(Suit Skirt/Dress)**: knee length required. The split should be in the back, 3-6 inches. Tight and miniskirts are unacceptable for business. **(Pantsuits)**: Are acceptable.

Pumps: Wear black or navy blue basic pumps with heels no higher than 2 inches. No suede, pattern, fabric multicolor trimming, laces, straps or decorative pumps. No open-toed or open-heeled shoe; no flips or sandals.

Men Suit: A suit is a must! Conservative 2 or 3 buttons, single or double-breasted suits are acceptable. Navy and Dark gray, conservatively tailored (cuffs). Black is only acceptable for evening events. Long suit jackets are unacceptable. No flashy ties.

Shoes: Black leather with laces or loafers, cordovan or brown classic lace-up, shined, and in good repair. No cloth fabric or skin (gators). No buckles, athletic apparel, patent leather shoes, sandals or brogans are acceptable. Shoes should not have any metal ornaments on them.

The School of Business Dress Code Policy bans caps, do-rags, hoods and no sagging trousers are worn in classrooms. Unless medical documentation is provided, sunglasses or “shades” will not be worn in classrooms or at any type of business program. No bare-footed chaps are allowed anywhere in the School of Business.

** First semester Freshman will be required to purchase School of Business dress shirts to be worn on B-Day, some business functions and community service events.

OFFERINGS

1. **Degree of Bachelor of Science in the following areas**:
   Accounting
   Business Administration
   Hospitality Management
   International Business

2. **With Emphasis in:**
   Finance
   Management
   Marketing

3. **Minors:** Non-Business Majors
   A minor within the School of Business requires 20 credit hours as follows:
   Business Core.....20 Hours
   - AC 231 and AC 231 Lab
   - AC 232 and AC 232 Lab
   - BA 232
   - MG 300
   - MK 341
   - One 300 or 400 Level Business Elective Course (MUST be Pre-Approved)

DEPARTMENT OF ACCOUNTING

The Department of Accounting offers a degree program leading to the Bachelor of Science in Accounting.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to understand the uses of accounting information by investors, creditors and managers including hands-on learning techniques.

PSLO 2. Demonstrate the ability to use accounting concepts and techniques essential to the administration of business enterprises and the accounting cycle for financial statement presentations.

PSLO 3. Demonstrate the ability to understand accounting for manufacturing, merchandising, and the service industries.

PSLO 4. Demonstrate an understanding of generally accepted accounting principles (GAAP) and how they relate to financial statements.

PSLO 5. Demonstrate the ability to understand ethical behavior and social responsibility relating to accounting and auditing issues.

PSLO 6. Demonstrate the ability to effectively communicate and apply analytical skills to accounting information.

Bachelor of Science in Accounting

The Bachelor of Science degree in Accounting is a four year program that provides an excellent foundation in accounting and business. Its conceptual focus is designed to prepare students for success in a constantly evolving business environment and to also prepare students for graduate studies. Today's global business environment brings new opportunities and challenges to the accounting profession. New business reporting models, international financial reporting standards, financial disclosure, corporate governance, fraud prevention, and government regulations are all shaping the future of the profession. New business reporting models, international financial reporting standards, financial disclosure, corporate governance, fraud prevention, and government regulations are all shaping the future of the profession.

Admission to the Program

A formal declaration of major and satisfactory completion of Accounting I w/Lab and II w/Lab (AC231, AC231L and AC 232, AC232L).

Major Requirements

Students are required to complete 24 credit hours, apart from Principles of Accounting I and II, and must earn a "C" or better in all courses taken in the School of Business. Students are required to successfully pass a standardized comprehensive exit examination.

Refer to Accounting Vertical Curriculum on the next page

2012-2013 **School of Business**

Bethune-Cookman University

Accounting: Total Semester Hours=125

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB 138**	**Business Calculus**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**	**BIL 131**	**General Biology I Lab**	**0**
RE 131	**Cultural Literacy**	**3**	**ML 131**	**Modern Language**	**3**
PE ____	**Physical Education Activity***	**1**	ITM 100	Essentials of Info. Tech	1
			BA 110	Introduction to Business	3
	Total	**17**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
AC 231	Accounting I	3	AC 232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL 232	Accounting II - Lab	1
BA 231	Microeconomics	3	BA 232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3	BA 234	Business Law	3
ITM 110	Bus. Computer Applications	3	BL 230	Leadership & Prof. Dev	2
SC 230	**Intro/Oral Communication.**	**3**	**HU ____**	**Humanities*****	**3**
			RP 241	**Religions of the World#**	**3**
	Total	**16**		**Total**	**18**

Junior Year

First Semester			Second Semester		
AC 333	Intermediate Accounting I	3	AC 330	Accounting Info.System	3
AC 341	Cost Accounting	3	AC 334	Intermediate Accounting II	3
BA 237	Quantitative Tools & Methods	3	AC 338	Income Tax I	3
MG 300	Management & Org. Behavior	3	BA 360	Business Communication	3
MK 341	Principles of Marketing	3	BAL 360	Business Comm. Lab	0
			FI 335	Corporate Finance	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
AC 335	Intermediate Accounting III	3	AC 435	Advanced Accounting	3
AC 431	Auditing	3	AC 450	Governmental Accounting	3
BA 334	Business Law II	3	BA 499	Senior Seminar	3
IB 350	International Business	3	MG 495	Business Strategy & Policy	3
MG 493	Business Ethics	3			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
 # RP 200 or 300 Elective - RP 241 Preferred.

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BUSINESS ELECTIVES

Accounting Electives

AC 336	Managerial Accounting	3
AC 338	Income Tax I	3
AC 439	Income Tax II	3

Enterpreneurship Electives

ENT 350	Enterpreneurship	3
ENT 315	Financing New Bus. Ventures	3
ENT 320	Enterpreneurship and Small Business Management	3

Marketing Elective

MK 350	Consumer Behaviour	3
MK 360	Promotional Strategies	3
MK 370	Sales Management	3
MK 400	Marketing Research	3
MK 410	Marketing Systems	3
MK 411	Seminar in Marketing	3
MK 415	Creating Customer Value	3

International Business

IB 365	International Economics	3
IB 400	Seminar in Global Issues	3
IB 420	Int'l Finance and Trade	3
IB 440	Int'l Marketing	3
IB 455	Int'l HR Management	3
IB 470	Int'l Management	3

Finance Electives

FI 310	Personal Finance	3
FI 330	Money and Banking	3
FI 363	Equity Securities & Mkts	3
FI 390	Investments	3
FI 462	Financial Futures & Options	3

Management Electives

MG 350	Production Management	3
MG 360	Human Resource Mgmt	3
MG 385	Problems of Supervision	3
MG 411	Seminar in Management	3

ITM Elective

ITM 200	Information Systems Essentials	3
ITM 222	Enterprise Information Systems	3
ITM 302	Business Process Modl. & Mgmt	3
ITM 402	IS Project Management	3
ITM 432	IT Audits & Controls	3

Hospitality Elective

HM 230	Principles of Tourism	3
HM 431	Guest Service Management	3
HM 432	Conf. & Conv. Management	3
HM 440	Vacation Ownership & Resort Development	3
HM 462	Culture and Cuisine	3

Free Electives

PS 231	General Psychology	3
SS 130	Intro to Social Sciences	3

Free elective means you can take any Course you want as long as you meet the Course Prerequisites. It is prefered that students take PS 231 General Psychology or SS 130 Intro to Social Science.

COURSE DESCRIPTIONS FOR ACCOUNTING

AC 231 - Principles of Accounting I 3 semester hours

Prerequisites: MA 131 and RE 260. Introduction to the basic records and procedures used by service and merchandising organizations in accumulating financial data with emphasis on statement presentation.

AC 231L - Principles of Accounting I Lab 1 semester hour

Co-requisite: AC 231. This lab course is designed to reinforce the basic accounting concepts and the understanding of the accounting cycle and financial statements as instructed in the Principles of Accounting I course. The lab course is required to be taken in conjunction with AC 231, Principles of Accounting I. The goal(s) are to provide a clear understanding of the basic principles of accounting as it applies to the accounting cycle and preparation of financial statements. An understanding of the principles and concepts of financial statements and financial reporting in accordance with general accepted accounting principles (GAAP) is emphasized.

AC 232 - Principles of Accounting II 3 semester hours

Prerequisite: AC 231. A continuation of Principles of Accounting I. Emphasis on financial statement interpretation and the uses of accounting information by management for planning, controlling and decision making.

AC 232L - Principles of Accounting II Lab 1 semester hour

Co-requisite: AC 232. This lab course is designed to reinforce the basic accounting concepts and the understanding of the accounting cycle and financial statements as instructed in the Principles of Accounting I and Principles of Accounting II courses. The lab course is required to be taken in conjunction with AC 232, Principles of Accounting II. The goal(s) are to provide a clear understanding of the principles of accounting as it applies to the accounting cycle and preparation of financial statements. An understanding of the principles and concepts of financial statements and financial reporting in accordance with generally accepted accounting principles (GAAP) is emphasized.

AC 330 - Accounting Information Systems 3 semester hours

Prerequisites: AC 333. A study of the ramifications of integrating information systems into the basic accounting process; internal control in both manual accounting and EDP systems and accounting systems development.

AC 333 - Intermediate Accounting I 3 semester hours

Prerequisite: AC 232. A rigorous study of the methodology and underlying theory of financial accounting; including an in-depth analysis of valuation alternatives and their effect on income measurement.

AC 334 - Intermediate Accounting II 3 semester hours

Prerequisite: AC 333. A continuation of Accounting 333. A study of accounting theory and techniques underlying the determination of contents and valuation of accounts for the financial statement of a going concern.

AC 335 - Intermediate Accounting III 3 semester hours

Prerequisite: AC 334. A continuation of Accounting 334. A continuous study of accounting theory and techniques underlying the determination of contents and valuation of accounts for the financial statement of a going concern.

AC 336 - Advanced Managerial Accounting 3 semester hours

Prerequisite: AC 232. Study of accounting concepts and techniques as aids to management planning and control including budgeting, cost behavior, cost-volume-profit analysis, and responsibility accounting for managerial decision making.

AC 338 - Income Tax I 3 semester hours

Study of current principles and concepts of Federal Income Tax laws and related reporting requirements. Students will also study the tax structure and apply principles to selected accounting issues.

AC 341 - Cost Accounting 3 semester hours

Prerequisites: AC 232. A comprehensive study of fundamental cost accounting concepts and methodology of product and inventory cost determination and the effect on income measurement for manufacturing concerns.

AC 411 - Seminar in Accounting 1-3 semester hours

Prerequisite: Completion of all core business requirements. Topics covered give additional consideration to selected accounting problems. Current accounting issues, problems and approaches to their resolution are examined. Senior standing and permission of instructor.

AC 431 – Auditing 3 semester hours

Prerequisite: AC 333. The course concentrates on the conceptual and practical aspects of the examination of financial statements by independent accountants within the framework of generally accepted accounting principles and generally accepted auditing standards. Appropriate attention is also given to the objectives and distinguishing characteristics of internal and operational auditing and to the importance and relevance of the Code of Professional Conduct.

AC 439 – Income Tax II 3 semester hours

Prerequisite: AC 338. A study of the taxation of sole proprietors, partnerships and corporations and a review of the taxation of individuals.

AC 435 - Advanced Accounting 3 semester hours

Prerequisite: AC 333. Comprehensive study of business combinations and consolidations and accounting for parent/subsidiary relationships, branches, multinational entities, and foreign subsidiaries. Partnership formation and liquidation will also be studied.

AC 450 - Governmental Accounting 3 semester hours

Prerequisite: AC 333. The course introduces the student to concepts and methods of accounting for governmental and not-for-profit entities. Financial reporting, budgeting, and the environment in which these entities operate are also explored.

DEPARTMENT OF BUSINESS ADMINISTRATION

The Department of Business Administration offers a degree program leading to the Bachelor of Science in business administration with emphasis in entrepreneurship, finance, management, management information systems, and marketing.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to evaluate and understand risk, returns, management theories, effective decision making, critical thinking, planning and measuring profitability through case studies, projects and other assignments.

PSLO 2. Demonstrate the ability to understand the uses of technology concepts by managers, including hands-on learning techniques.

PSLO 3. Demonstrate the ability to understand ethical behavior and social responsibility in the workplace and satisfy stakeholders' interests.

PSLO 4. Demonstrate the ability to use effective communication skills both written and oral through case studies, business plans, and/or oral presentation and research papers.

PSLO 5. Demonstrate an acceptable level of learning competencies across business discipline (i.e. courses) that encompass each functional area of core business curriculum.

PSLO 6. Demonstrate satisfactory skills and abilities in doing business across international boundaries and discuss the impact of global competitiveness on multinational organizations through internships, research and/or presentations.

PSLO 7. Demonstrate an acceptable level of engagement in community service.

Bachelor of Science in Business Administration

The Business Administration degree program is designed to prepare graduates with the requisite knowledge, skills, and values to effectively apply various business principles and tools in an organizational setting. The program is designed to bridge the gap between theory and practical application, while examining the areas of accounting, critical thinking and decision-making, finance, business law, leadership, management, marketing, organizational behavior, research and evaluation, and technology. Students are required to demonstrate a comprehensive understanding of the undergraduate business curricula through an integrated capstone course. Upon graduation, students will be adequately prepared for entry into the public and private sectors as entry-level managers.

Admission to the Program: Through a formal declaration of major.

Business Administration Minor

Students majoring in Accounting and International Business can earn a minor in Business Administration by completing six hours each (beyond the business core) of 300 or 400 level courses in business administration or any emphasis within Finance, Management, or Marketing for a total of 20 hours.

Major Requirements

Students are required to complete 24 credit hours and must earn a "C" or better in all business courses. All students are required to successfully pass a standardized, comprehensive School of Business Exit Examination before the last semester of their senior year.

2012-2013 **School of Business**

Bethune-Cookman University

Business Administration: Total Semester Hours=125

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**		**3**
MAT 134	**College Algebra**	**3**		**MAB 138**	**Business Calculus**		**3**
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**		**1**
HI 130	**African American History**	**3**		**BI 131**	**General Biology I**		**3**
____ ____	**Science Elective****	**3**		**BIL 131**	**General Biology I Lab**		**0**
RE 131	**Cultural Literacy**	**3**		____ ____	Free Elective[##]		3
PE ____	**Physical Education Activity***	**1**		ITM 100	Essentials of Info. Tech		1
				BA 110	Introduction to Business		3
	Total	**17**				**Total**	**17**

Sophomore Year

First Semester				Second Semester			
AC 231	Accounting I	3		AC 232	Accounting II		3
ACL 231	Accounting I Lab	1		ACL 232	Accounting II - Lab		1
BA 231	Microeconomics	3		BA 232	Macroeconomics		3
BA 236	Bus. Probability & Statistics	3		BA 234	Business Law		3
ML 131	**Modern Language**	**3**		**HU ____**	**Humanities*****		**3**
SC 230	**Intro/Oral Communication**	**3**		ITM 110	Business Comp. Applications		3
				BL 230	Leadership & Prof. Development		2
	Total	**16**				**Total**	**18**

Junior Year

First Semester				Second Semester			
BA 237	Quantitative Tool & Methods	3		BA 360	Business Communication		3
ITM 200	Information Systems Essentials	3		BAL 360	Business Comm. Lab		0
RP 241	**Religions of the World[#]**	**3**		FI 335	Corporate Finance		3
MG 300	Management & Org. Behavior	3		IB 350	International Business		3
MK 341	Principles of Marketing	3		____ ____	Business Elective		3
				____ ____	Free Elective[##]		3
	Total	**15**				**Total**	**15**

Senior Year

First Semester				Second Semester			
____ ____	Business Elective	3		BA 499	Capstone Course		3
____ ____	Business Elective	3		____ ____	Business Elective		3
IB 470	International Management	3		____ ____	Business Elective		3
MG 350	Production Management	3		MG 495	Business Strategy & Policy		3
MG 493	Business Ethics	3					
	Total	**15**				**Total**	**12**

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

[#] RP 200 or 300 Elective - RP 241 Preferred.

[##] Free elective means you can take any Course you want as long as you meet the Course Prerequisites. It is prefered that students take PS 231 General Psychology or SS 130 Intro to Social Science.

COURSE DESCRIPTIONS FOR BUSINESS ADMINISTRATION

BA 110 – Introduction to Business **3 semester hours**

An Introductory course designed to give students an overview of functional areas of business, business terminology, opportunities within business, and the basic concepts of the business world. This course provides a foundation for more specialized study.

BA 231 - Micro Economics **3 semester hours**

Considers the problem of scarcity and resource allocation. An introduction to principles, analysis, and policies, with major emphasis on the pricing behavior of business firms, on agriculture and business, the consumer, the labor unions, and the market systems.

BA 232 - Macro Economics **3 semester hours**

Prerequisite: MAT 134. This is an introduction to macroeconomic analysis and its application to the American economic system. It includes such topics as the economic role of government and the banking system. The principles, policies, the determination and measurement of national income, economic growth, and the elements of monetary and fiscal theory and the performance of the aggregate economy.

BA 234 - Business Law I **3 semester hours**

Prerequisite: Sophomore standing, EN 132 A comprehensive course introducing students to legal Principles, business organizations, contracts, agency, legal language, critical thinking and the legal environment in business.

BA 236 - Business Statistics I **3 semester hours**

Prerequisite: MAT 134. An introductory course in business statistics. Topics include sampling techniques, descriptive statistics, probability, random variables and probability distribution, interval estimation, one-sample tests and simple linear regression. A statistical software package is used to illustrate all methods and techniques.

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BA 237 - Quantitative Tools & Methods **3 semester hours**

Prerequisite: BA 236 & MAB 138. This course presents the fundamental concept of quantitative methods to business decision making. It is intended to present students with a sound theoretical comprehension of the role that management science occupies in the decision making process. It highlights the use of a widespread mixture of quantitative techniques to the solution of business and economic problems.

BA 312 - Business Research Methods **3 semester hours**

Prerequisite BA237 This course is designed to provide the foundation leading to the final draft of the senior thesis. It introduces students to the APA format manuscript preparation and using primary research to investigate business related problems.

BA 334 - Business Law II **3 semester hours**

Prerequisite: BA 234. A study of the basic concepts of law applicable to the business profession and business endeavors, covering such topics as contracts, torts, commercial paper, agency, property, business organizations and constitutional protection.

BA 360 - Business Communication 3 semester hours

Co-requisite: BA 360 L Business Communication Lab. Prerequisites: EN 132, SC 230, BA 110, BL 230 and ITM 110.The mission of BA 360 is to provide School of Business undergraduates with a conceptual framework and specific tools for communicating in complex environments and accomplishing strategic academic and professional business goals. This core course provides writing, oral, and collaborative skills necessary for future business courses, internships, and professional positions. Additionally, through information competency/library research and electronic database information gathering, this course prepares students to critically analyze cases, interpret data, research alternative solutions, solve problems, organize, and write case reports.

BA 360 L – Business Communication Lab 0 semester hours

This lab course is designed to reinforce the concepts and understanding of the specific tools needed for communicating in business. The lab course is required to be taken in conjunction with BA 360, Business Communications. The goal(s) are to provide a clear understanding of the writing, oral and collaborative skills necessary for future business courses, internships and professional positions.

BA 499 - Senior Seminar 3 semester hours

Prerequisite: Complete BA 237, ITM 200, BA 360, and senior standing. A focus on two elements: (1) professional development and (2) research methods. Professional development seeks to provide a technical competence through the creation of structured opportunities to develop oral and written communication and positive personal qualities. Additionally, guidelines and assistance will be given to finalizing a senior research paper/business plan and presenting that paper.

BL 230 – Leadership and Professional Development 2 semester hours

Prerequisite: EN 132, BU111, BA110 and ITM 110. This course is designed to teach students the fundamentals necessary for exercising effective professional leadership skills and to meet challenges of managerial responsibilities. The rigorous course work, includes teamwork while addressing challenging “real-world” business problems, interviewing styles and strategies, written forms of business communication, business etiquette and protocol, professional developmental workshops, experiential learning projects, case study competitions, independent projects, guest lecture series, seminars and conferences. Additionally, students connect knowledge gained through coursework to the world outside of the classroom.

BL 311 - Business Leadership III 1 semester hour

Prerequisites: EN 132, SC 230, ITM 200, and BL 212. This course is designed to assist students in increasing their knowledge and skills in employing verbal and nonverbal communication messages in a variety of settings (i.e., intrapersonal, interpersonal, group, and public contexts). By studying the process of communication and applying communication theory and principles to diverse real-life situations, students will have an opportunity to practice and analyze communication skills in various business contexts. (All students enrolled are required to attend business etiquette functions)

ITS 190 – Internship **1 semester hour**

Work experience opportunity at the freshmen level or above. The course is designed to reinforce theoretical knowledge received in the classroom and allow students an opportunity to both apply and observe many of the tools, principles, and practices. Students must have a cumulative grade point average of 2.8 and have an application on file one semester prior to actual training. The actual Internship Location must be approved the Department Chair in the student's discipline and by the School of Business Director of Internship/Placement after the details of placement have been provided. 240 clock hours (minimum) within an 8-week period.

ITS 290 – Internship **2 semester hours**

Work experience opportunity at the sophomore level or above. The course is designed to reinforce theoretical knowledge received in the classroom and allow students an opportunity to both apply and observe many of the tools, principles, and practices. Students must have a cumulative grade point average of 2.8 and have an application on file one semester prior to actual training. The actual Internship Location must be approved the Department Chair in the student's discipline and by the school's internship coordinator after the details of placement have been provided. 340 clock hours (minimum) within an 11-week period.

ITS 390 – Internship **3 semester hours**

Work experience opportunity at the junior level or above. The course is designed to reinforce theoretical knowledge received in the classroom and allow students an opportunity to both apply and observe many of the tools, principles, and practices. Students must have a cumulative grade point average of 2.8 and have an application on file one semester prior to actual training. The actual Internship Location must be approved the Department Chair in the student's discipline and by the school's internship coordinator after the details of placement have been provided. 440 clock hours (minimum) within a 13-week period.

MAB 138 - Applied Business Calculus **3 semester hours**

Prerequisite: MAT 134. To introduce students to methods of using calculus to solve problems involving limits, derivatives, maxima and minima, curve sketching and optimization techniques. Emphasis will be on application of calculus for analyzing and solving financial management problems.

COURSE DESCRIPTIONS FOR ENTREPRENEURSHIP

ENT 315 – Financing New Business Ventures 3 semester hours
Prerequisite: AC 232 and FI 335. This is an in-depth assessment of successful techniques used to finance new business ventures. Discussion includes traditional and creative approaches. Emphasis is on new start-up, buyouts and franchises.

ENT 320 - Entrepreneurship and Small Business Management 3 semester hours
Prerequisite: MG 300. This is a survey course covering fundamental concepts, theories and skills needed when running a successful small business. It covers small business challenges and critical issues, managing under adversity, start-up/buy-out/franchising opportunities, marketing and financial concerns, managing a business with rapid growth, and building a sound infrastructure. The course is organized around interactive and experiential opportunities where students, grouped in teams, work with real world projects and complete a feasibility study for their future business. The course integrates ethics, diversity and change issues.

ENT 350 – Entrepreneurship 3 semester hours
An introduction to the practical and theoretical consideration involved in entrepreneurship. Surveys the preparation of business plans, strategies for financing, market assessment, development and protection of business ideas, management, and strategies for survival for new business ventures.

ENT 395 – Creativity, Innovation, and Product Development 3 semester hours
Prerequisite: BA 232 and ENT 350. The course focuses on the process of creating a new concept and taking it to the marketplace. Examines new business ideas from the conception and development to commercialization of the product or service in the business cycle. Includes protecting ideas with patents, copyrights, and trademarks.

ENT 410 – Legal Issues for Entrepreneurship 3 semester hours
Prerequisite: BA 234 and ENT 350. The course focuses on legal issues that are especially relevant or important to entrepreneurs. Includes contract law, property law, agency law, intellectual property law, bankruptcy law and certain aspects of regulatory law pertaining to matters such as environmental, employment, securities and consumer product safety issues, legislation and regulation.

2012-2013 **School of Business**

Bethune-Cookman University

Business Administration- Finance: Total Semester Hours=125

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB 138**	**Business Calculus**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**	**BIL 131**	**General Biology I Lab**	**0**
RE 131	**Cultural Literacy**	**3**	**ML 131**	**Modern Language**	**3**
PE ____	**Physical Education Activity***	**1**	ITM 100	Essentials of Info. Tech	1
			BA 110	Introduction to Business	3
	Total	**17**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
AC 231	Accounting I	3	AC 232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL 232	Accounting II - Lab	1
BA 231	Microeconomics	3	BA 232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3	BA 234	Business Law	3
BL 230	Leadership & Prof. Development	2	**HU ____**	**Humanities*****	**3**
ITM 110	Business Computer Applications	3	**RP 241**	**Religions of the World#**	**3**
SC 230	**Intro/Oral Communication**	**3**			
	Total	**18**		**Total**	**16**

Junior Year

First Semester			Second Semester		
BA 237	Quantitative Tool & Methods	3	ITM 200	Information Systems Essentials	3
AC 333	Intermediate Accounting I	3	BA 360	Business Communication	3
FI 335	Corporate Finance	3	BAL 360	Business Comm. Lab	0
MG 300	Management & Org. Behavior	3	FI 390	Investments	3
MK 341	Principles of Marketing	3	FI 402	Intl. trade & Finance	3
			FI 462	Financial Futures and Options	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
FI 363	Equity Securities and Markets	3	BA 499	Senior Seminar	3
IB 350	International Business	3	FI 463	Advance Finance	3
FI ____	Finance Elective	3	____ ____	Business Elective	3
MG 493	Business Ethics	3	MG 495	Business Strategy & Policy	3
____ ____	Free Elective##	3			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

 # RP 200 or 300 Elective - RP 241 Preferred.

Free elective means you can take any Course you want as long as you meet the Course Prerequisites. It is prefered that students take PS 231 General Psychology or SS 130 Intro to Social Science.

COURSE DESCRIPTIONS FOR FINANCE

FI 310 - Personal Finance **3 semester hours**
Co requisite: MAT 134. This course emphasizes issues in personal finance such as money management, budgeting, credit, housing finance (real estate), insurance, and investment.

FI 330 - Money and Banking **3 semester hours**
Prerequisite: AC 231. Study of the nature and functions of money and credit, analysis of monetary and credit systems, money creating role of commercial banks and the Federal Reserve System and an introduction to international banking transactions.

FI 335 - Corporate Financial Management **3 semester hours**
Prerequisite: AC 231. Study of risk and return, portfolio theory, capital structure, capital budgeting, dividend policy and long-term financing decisions, liquidity and concepts for planning and measuring profitability.

FI 363 - Equity Securities and Markets **3 semester hours**
Prerequisite: FI 335. Principles of investing in equity securities: A study of the mechanics of trading including fundamental and technical analysis of the economy, industry sectors and individual equities and transactions costs.

FI 390 – Investments **3 semester hours**
Prerequisite: FI 335. Study of the primary types of financial investments: stocks, bonds, futures and options contracts and mutual funds and valuation of securities, risk return tradeoffs, principles of diversification and analysis of the stock market.

FI 460 - Portfolio Analysis and Management **3 semester hours**
Prerequisite: FI 335 and FI 390. An in-depth study of portfolio and capital market theories. Topics include index models, portfolio planning, investment analysis and portfolio selection, portfolio evaluation techniques and portfolio management using futures and options.

FI 462 - Financial Futures and Options **3 semester hours**
Prerequisite: FI 335 and FI 390. Introduction to financial futures and options markets, including a study of the pricing of options and futures and risk shifting by hedging. This course prepares students to take the National Association of Securities Dealers (NASD) Series 3 exam.

FI 463 - Advanced Finance **3 semester hours**
Prerequisite: FI 460 and FI 462. A study and review of all areas of finance with the purpose of preparing a student to pass either the CFA (Chartered Financial Analyst) level I exam, the CFP (Certified Financial Planner) exam or the NASD Series 7 exam.

2012-2013 **School of Business**

Bethune-Cookman University

Business Administration-Management: Total Semester Hours=125

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**		**MAB 138**	**Business Calculus**	**3**
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**		**BI 131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**		**BIL 131**	**General Biology I Lab**	**0**
RE 131	**Cultural Literacy**	**3**		ITM 100	Essentintials of Info. Tech	1
PE ____	**Physical Education Activity***	**1**		BA 110	Introduction to Business	3
				____ ____	Free Elective[##]	3
	Total	**17**			**Total**	**17**

Sophomore Year

First Semester				Second Semester			
AC 231	Accounting I	3		AC 232	Accounting II	3
ACL 231	Accounting I Lab	1		ACL 232	Accounting II - Lab	1
BA 231	Microeconomics	3		BA 232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3		BA 234	Business Law	3
ML 131	**Modern Language**	**3**		BL 230	Leadership & Prof. Development	2
SC 230	**Intro/Oral Communication**	**3**		**HU ____**	**Humanities*****	**3**
				ITM 110	Bus. Computer App	3
	Total	**16**			**Total**	**18**

Junior Year

First Semester				Second Semester			
BA 237	Quantitative Tool & Methods	3		BA 360	Business Communication	3
ITM 200	Information Systems Essentials	3		BAL 360	Business Comm. Lab	0
RP 241	**Religions of the World[#]**	**3**		FI 335	Corporate Finance	3
MG 300	Management & Org. Behavior	3		IB 350	International Business	3
MK 341	Principles of Marketing	3		MG 360	Human Resource Management	3
				MG ____	MG Elective	3
	Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
IB 470	International Management	3		BA 499	Senior Seminar	3
MG 350	Production Management	3		MG ____	MG Elective	3
MG 493	Business Ethics	3		____ ____	Business Elective	3
____ ____	Business Elective	3		MG 495	Business Strategy & Policy	3
____ ____	Free Elective[##]	3				
GRAD 450	University Graduation - UG	0				
	Total	**15**			**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
****Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
 # RP 200 or 300 Elective - RP 241 Preferred.
[##] Free elective means you can take any Course you want as long as you meet the Course Prerequisites. It is prefered that students take PS 231 General Psychology or SS 130 Intro to Social Science.

COURSE DESCRIPTIONS FOR MANAGEMENT

MG 300 - Management & Organizational Behavior 3 semester hours
Prerequisite: EN 132. This course explores the area of human behavior in business organizations. The course content identifies individual, group and organizational processes and studies how these processes relate to job performance, thereby influencing organizational effectiveness.

MG 350 - Production and Operations Management 3 semester hours
Prerequisite: MG 300 and BA 237. An analytical and inter-related approach to the planning, operation, and control of the production process. Problem areas such as facilities location, work design, work measurement, production planning and control, materials management, quality control and capital investment policy are to be examined.

MG 360 - Human Resource Management 3 semester hours
Prerequisite: MG 300. A study of personnel management and industrial relations practices and procedures, encompassing wage and salary considerations, employee compensation, incentives and labor-management relations. Attention is given to the individual within the organization.

MG 385 - Problems of Supervision 3 semester hours
Prerequisite: MG 300. An intensive investigation into planning the work, organizing human resources, developing and appraising employees, discipline and other problems involved in the supervision of human resources. Case studies and readings are used extensively.

MG 411 - Seminar in Management 1-3 semester hours
Prerequisite: MG 300 & senior standing. The Seminar Series in Management provides a semester long, in-depth focus on specialized areas within and/or closely integrated with the management discipline. This focus series is viewed from a management context. Each series is specifically associated with a definite, targeted area offering career opportunities.

MG 493 - Business Ethics 3 semester hours
Prerequisite: MG 300 and Junior Standing. Consideration, analysis and discussion of the manager's role in dealing with social problems. An overview of social responsibility; where it originated, and practical considerations in dealing with social and ethical problems.

MG 495 - Business Strategy and Policy 3 semester hours
Prerequisite: Completion of remaining Business Core Courses and senior standing. This is a capstone course for all business majors. It examines concepts, theories, and issues executive level managers must be familiar with to manage successfully from understanding the firm's strategic situation and developing viable alternatives for dealing with the key issues facing it, to determining the strategic direction of the firm, organizational design issues and policies related to the implementation of a strategy, and the management of strategy processes within the firm. Students will have the chance to gain a perspective on executive staff roles and responsibilities, sharpen their critical faculties and improve their communication skills while learning to work effectively within teams, and growing to appreciate community service. The course interweaves ethics, diversity and change into strategy and policy matters.

2012-2013 **School of Business**

Bethune-Cookman University

Business Administration-Marketing: Total Semester Hours=125

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB 138**	**Business Calculus**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**	**BIL 131**	**General Biology I Lab**	**0**
RE 131	**Cultural Literacy**	**3**	ITM 100	Essentintials of Info. Tech	1
PE ____	**Physical Education Activity***	**1**	BA 110	Introduction to Business	3
			____ ____	Free Elective[##]	3
	Total	**17**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
AC 231	Accounting I - Financial	3	AC 232	Accounting II- Mgmt.	3
ACL 231	Accounting I Lab	1	ACL 232	Accounting II - Lab	1
BA 231	Microeconomics	3	BA 232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3	BA 234	Business Law	3
BL 230	Leadership & Prof. Development	2	**HU 231-233**	**Humanities*****	**3**
ML 131	**Modern Language**	**3**	ITM 110	Bus. Comuter App	3
SC 230	**Intro/Oral Communication**	**3**			
	Total	**18**		**Total**	**16**

Junior Year

First Semester			Second Semester		
BA 237	Quantitative Tool & Methods	3	BA 360	Business Communication	3
ITM 200	Information Systems Essentials	3	BAL 360	Business Comm. Lab	0
RP 241	**Religions of the World[#]**	**3**	FI 335	Corporate Finance	3
MG 300	Management & Org. Behavior	3	IB 350	International Business	3
MK 341	Principles of Marketing	3	____ ____	Business Elective	3
			MK ____	Marketing Elective	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
MG 493	Business Ethics	3	BA 499	Senior Seminar	3
MK ____	Marketing Elective	3	MK 420	Marketing Management	3
MK ____	Marketing Elective	3	MK ____	Marketing Elective	3
____ ____	Business Elective	3	MG 495	Business Strategy & Policy	3
____ ____	Free Elective[##]	3			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
[#] RP 200 or 300 Elective - RP 241 Preferred.
[##] Free elective means you can take any Course you want as long as you meet the Course Prerequisites. It is prefered that students take PS 231 General Psychology or SS 130 Intro to Social Science.

COURSE DESCRIPTIONS FOR MARKETING

MK 341 - Principles of Marketing **3 semester hours**

A survey of the nature, scope, and economic importance of marketing. Analysis of marketing functions, institutions, pricing, demand creation, cost; survey of the influence of environmental, social, economic, ethical, legal, and technological forces on marketing.

MK 350 - Consumer Behavior **3 semester hours**

Prerequisite: MK 341. An analysis of the social, cultural, economic, and psychological factors that influence the decision-making process of consumers. Methods of measuring and analyzing consumers and consumer markets are introduced.

MK 360 - Promotional Strategies **3 semester hours**

Prerequisite: MK 341. A study of promotion, public relations and advertising in the sale of goods and services. Rationale behind creative selling, advertising, public relations, and sales management is stressed.

MK 370 - Sales Management **3 semester hours**

Prerequisite: MK341.The course is an introduction to sales and sales management and presents a concise portrayal of selling in the contemporary business environment, focusing on creating and communicating value for customers and managing the buyer-seller relationship process. In addition to role playing and in-basket exercises for developing skills in professional selling, the course addresses training, supervision and compensation of the sales force; cooperation between middlemen, wholesalers, retail outlets, and integration with other components of the promotion mix.

MK 400 - Marketing Research **3 semester hours**

Prerequisites: MK 341. An application of quantitative techniques to the solution of marketing problems. Emphasis is on problem definition, sampling and questionnaire designing and statistical tabulation.

MK 410 – Marketing Systems **3 semester hours**

Prerequisites: MK 341. This course is a comprehensive discussion of the key levers that marketers can use to create relationships in the area of internet marketing. A four-stage, demand-centric framework provides the student fundamental skills in how to use the Internet to create intense and profitable relationships with customers. Special attention is given to the primary forces that the Internet brings to marketing; individualization and interactivity

MK 411 – Seminar in Marketing **3 semester hours**

Prerequisites: MK 341. The Seminar Series in Marketing provides a semester long, in-depth focus on specialized areas within and closely integrated with the marketing discipline. Each course offering is specifically associated with a definite, targeted area of marketing to increase the student’s background and knowledge in specialized areas.

MK 415 – Creating Customer Value **3 semester hours**
Prerequisites: MK 341. This course examines customer relationships in context to creating customer value, value-creating organizations and business strategies that aligns with forward-thinking management. The ideas and practices this course focuses on includes; understanding and identifying customers wants and needs, customer orientation, product or service differentiation and value-creating processes to attract, satisfy and retain customers through relationship management. Concepts, cases, and practical applications in customer value will be discussed, analyzed, researched and presented in group projects to assess student-learning outcomes for course.

MK 420 - Marketing Management **3 semester hours**
Prerequisites: MG 300, MK 341. A study of consumer contemporary concerns about products; social, political, economic, competition, the concept of one global market.

COURSE DESCRIPTIONS FOR MANAGEMENT INFORMATION SYSTEMS

ITM 100 - Essentials of Information Technology **1 semester hour**
This course is an introduction to the management and use of Information Technology (IT) in organizations and IT's impact on operations and decision making

ITM 110 - Business Computer Applications **3 semester hours**
Prerequisites: ITM 100. This course is a practical introduction to the use of business application software for organizational operation and decision making with a business driven focus.

ITM 200 - Information Systems Essentials **3 semester hours**
Prerequisites: ITM 100, ITM 110 This course deals with the use of information systems (IS) within a business enterprise to gain a competitive advantage. Projects, cases, and hands-on team-activities are used to integrate these concepts and provide simulated real-world experience.

ITM 210 - Foundation of Computer Programming **3 semester hours**
This course is an introductory computer programming course for users and developers of management information systems. Open to ITM majors.

ITM 220 - Enterprise Information Systems **3 semester hours**
Prerequisites: ITM 210. This course is an introduction to Enterprise Information Systems (EIS) and how they are implemented and managed in today's organizations. Open to ITM majors.

ITM 230 - E-Commerce **3 semester hours**
Prerequisites: ITM 210, ITM 300. This course is an introduction to the foundation and business principles of electronic Commerce (eCommerce) and electronic Business (eBusiness) systems with an emphasis on the modern development tools used in today's organizations. Open to ITM majors.

ITM 240 - Globalization & Information Technology 3 semester hours
Prerequisites: ITM 210. This course is an introduction to the interrelationship between globalization and information technology, i.e. the technological and social factors supporting and inhibiting globalization. Open to ITM minors.

ITM 300 - Database Programming and Design 3 semester hours
Prerequisites: ITM 210. This course is the design and implementation of relational database systems for organizational Information Systems. Open to ITM majors.

ITM 310 - Information Technology Management 3 semester hours
Prerequisites: ITM 210. This course is the strategy and theory of the design, development, adoption and management of new information technologies in today's organizations. Open to ITM majors.

ITM 320 - Business Intelligence 3 semester hours
Prerequisites: ITM 210, ITM 300. This course is concerned with the strategy, theory and the practice of sifting through large amounts of data, extracting pertinent information and turning that information into knowledge to facilitate informed decision making. Open to ITM majors.

ITM 340 - Networking & Telecommunications 3 semester hours
Prerequisites: ITM 210. This course is an introduction to Computer networking and communications. Managerial and technical dimensions of client/server architecture and other types of distributed and decentralized computing utilized in today's organization. Open to ITM majors.

ITM 350 - System Analysis and Design Methods 3 semester hours
This course focuses on the underlying principles and techniques of systems design. These techniques are used in a term project. A theme carried throughout the course is the iterative nature of the analysis and design process..

ITM 420 - Information System Security 3 semester hours
Primary issues related to security in an organization's IT infrastructure.

DEPARTMENT OF HOSPITALITY MANAGEMENT

The Department of Hospitality Management offers a degree program leading to the Bachelor of Science in Hospitality Management.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to distinguish, analyze and explain key hospitality concepts and theories and their application to restaurant, lodging, recreation and other areas of hospitality management in the global environment, to enable students to function effectively as hospitality managers.

PSLO 2. Demonstrate an ability to apply various technological concepts and principles of management including areas of marketing food and beverage operation, laws, public relations, business and finance and associated industry-specific areas combining the unique aspects of hospitality operations with fundamental business enterprise.

PSLO 3. Demonstrate the ability to utilize and apply the findings of research to plan operations with regard to being ethically responsible for environmentally sustainable hospitality, and responding to changing trends in the global economy that influences leisure needs and habits.

PSLO 4. Demonstrate the ability to communicate effectively and efficiently through various automated, technical and traditional forms, including written, verbal and listening skills, to enable effective employee, supplier and customer relations.

PSLO 5. Demonstrate the ability to describe the scope of the hospitality and tourism industry with regards to its various sectors and identify management duties, responsibilities and positions within the industry in order to make informed decisions on career opportunities.

PSLO 6. Demonstrate the ability to rational the hospitality industry as being multi-cultural and the importance of embracing diversity as an effective leadership tool and to understand cultural differences that drive customer needs. Students will also be able to discuss factors which determine doing business within the global hospitality industry.

PSLO 7. Demonstrate the ability to define the role of the hospitality and its ability to partner with key groups and affiliates for the benefit of the community.

Bachelor of Science in Hospitality Management

The program is designed to produce individuals solidly grounded in business administration, with specific sensitivities and skills in application to administration of hotels, restaurants and

travel/tourism management entities. The program is accredited by the Accreditation Commission for Programs in Hospitality Administration (ACPHA) 1993.

Admission to the Program: Through a formal declaration of major.

Major Requirements

Students are required to take 48 credit hours in lodging, food and travel courses and 38 credit hours from course offerings throughout the School of Business including two mandatory internships. Students must earn a "C" or better average in all Business/Hospitality Management courses.

All students are required to successfully pass a standardized, comprehensive School of Business Exit Examination before the last semester of their senior year.

2012-2013 **School of Business**

Bethune-Cookman University

Hospitality Management: Total Semester Hours=125

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 132	**College Math**	**3**	**MAT 134**	**College Algebra**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
RE 131	**Cultural Literacy**	**3**	**BI 131**	**General Biology I**	**3**
____ ____	**Science Elective***	**3**	**BIL 131**	**General Biology I Lab**	**0**
HM 110	Intro. to Hospitality Industry	3	HM 230	Principles of Tourism	3
HM 250	Sanitation and Safety	1	ITM 100	Essentintials of Info. Tech	1
			HI 130	**African American History**	**3**
	Total	**17**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
AC 231	Accounting I	3	AC 232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL 232	Accounting II - Lab	1
BA 231	Microeconomics **or**	3	HM 211	Hospitality Marketing	3
BA 232	Macroeconomics		BA 236	Bus. Probability & Statistics	3
BL 230	Leadership & Prof. Development	2	BA 360	Business Communications	3
HM 352	Nutrition	3	BAL 360	Business Communications Lab	0
SC 230	**Intro/Oral Communication.**	**3**	HM 351	Food Prep & Planning	3
			HML 351	Food Prep & Planning Lab	1
	Total	**15**		**Total**	**17**

Summer

ITS 190	Internship I	1

Junior Year

First Semester			Second Semester		
HM 343	Front Office Management	3	HM 344	Housekeeping Operations	3
HM 353	Restaurant Management	3	ML 131	Modern Language	3
HM 450	Beverage Management	3	FI 335	Corporate Financial Mgmt.	3
____ ____	Business Elective	3	HU ____	Humanities**	3
PE ____	Physical Education Activity	1	____ ____	Business Elective	3
			RP 241	**Religions of the World#**	**3**
	Total	**13**		**Total**	**18**

Summer

ITS 290	Internship II	2

Senior Year

First Semester			Second Semester		
HM 345	Event Management	3	HM 499	Hospitality Capstone Course	3
HML 345	Event Management Lab	1	HM 421	Hosp.Purch. & Cost Control	3
HM 331	Hospitality Law	3	HM 443	Facilities Engineering Design	3
MG 300	Management & Org. Behavior	3	MG 495	Business Strategy & Policy	3
HM 360	Hospitality Human Resources	3			
GRAD 450	University Graduation - UG	0			
	Total	**13**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
**** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, or ES 130 Introduction to Environmental Science, PH 224 Intro. to Earth Science, or PH 228 Intro. to Astronomy.***
***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
 # RP 200 or 300 Elective - RP 241 Preferred.

COURSE DESCRIPTIONS FOR HOSPITALITY MANAGEMENT

HM 110 - Introduction to the Hospitality Industry 3 semester hours
An introduction to the various facets of the industry, including restaurants, hotels, resorts, travel, tourism and clubs. General operating procedures with an emphasis on professional management principles are reviewed. Field trips and hospitality executive guest lecturers enrich the course.

HM 211 - Hospitality Marketing 3 semester hours
Prerequisites: HM 110. An analysis of the development, application and evaluation of marketing conceptual structures and techniques in the hospitality industry. An in-depth look at business research, product development and outreach program practices and techniques. Course revolves around research and professional presentation of research data.

HM 230 - Tourism Principles 3 semester hours
Prerequisite: HM 110. This course examines the basic foundation of the travel and tourism industry. An overview of principles, practices, and philosophies which affect the economy; examination of socio-political/cultural costs vs. economic benefits to receiving destination.

HM 250 - Sanitation & Safety 1 semester hour
No Prerequisites: This course covers critical principles in food safety and sanitation including personal hygiene, cross contamination, time and temperature, receiving and storage, food safety management systems, the flow of food through a foodservice operation, pest control management and food safety regulations. Students are mandated to complete the National Restaurant Association (NRA) ServSafe Food Protection Manager Certification Exam.

HM 231 – Caribbean, Europe or Africa 3 semester hours
Prerequisites: HM-110, 211 & 230, as applicable. These international field experiences (study tours) are available as optional course enriching laboratories for hospitality management majors or as stand-alone professional development activities for non-majors.

HM 331 – Hospitality & Travel Law 3 semester hours
Prerequisites: HM – 110 & 343. This course represents a comprehensive overview of the laws and regulatory agencies governing the lodging, foodservice and travel industries. The historical development of the common law, innkeepers/guest relationships, responsibilities, F&B liability, ADA, Dram Shop laws, responsible service of alcohol, food borne illness and safety issues.

HM 343 - Front Office Management 3 semester hours
Prerequisites: HM 110. A comprehensive analysis of modern hotel front office management procedures with an emphasis on pragmatic decision making and guest communication practices. Introduction to the techniques and systems used to plan, schedule, forecast, and analyze a room's inventory mix. Control of overall operations observed via night audit reports and procedures. An integrated view of the operations is stressed, particularly with respect to housekeeping and food and beverage departments.

HM 344 - Housekeeping Operations 3 semester hours
Prerequisite: HM 110. A comprehensive analysis of modern hotel housekeeping management procedures with an emphasis on pragmatic decision making and guest communication practices. An introduction to the techniques and systems used to plan, schedule, forecast and analyze housekeeping inventory. An integrated view of operations is stressed, particularly with respect to the Front Office, Security, Accounting and Human Resource Departments.

HM 345 - Event Management and Lab 4 semester hours
Prerequisites: HM 110, HM 250, and HM 351. This course provides students with the necessary organizational skills to manage events and to foster a clear understanding of the elements that are included in planning, designing, executing, managing and evaluating an event. Through the exploration of key topics, case studies, and actual events, students will gain firsthand expertise, experience and insight into organizing successful and profitable events, in particular catering-related occasions.

HM 351 - Food Planning & Prep I Fundamentals 4 semester hours
Prerequisites: HM 110, HM 250. Universal methods and procedures of food planning and preparation applicable to all segments of the hospitality industry are presented, understood, explored and demonstrated in classroom as well as the culinary lab. Included are implications of sanitation & safety procedures, kitchen tools & equipment and application of culinary principles.

HM 352 – Nutrition in the Hospitality Industry 3 semester hours
Prerequisites: HM 110 and BI131. The principles and effects of nutrition as they pertain to the food service industry are examined, explored and researched. The central focus is on the relationship of food intake to the physical categories, digestion and metabolism, menu planning, recipe modification, dietary guidelines and restrictions, diet and disease, healthy cooking techniques, what constitutes a healthy diet, the knowledge of nutrient content, food additives, food fads, nutritional labeling, media effects, psychological and physiological effects, and nutritional needs for special groups. Food service menus will be analyzed for their nutritional significance and functionality.

HM 353 - Restaurant Management 3 semester hours
Prerequisites: HM 110 & HM 250. This course gives the opportunity for students to understand the factors that lead to the operation of a successful restaurant and the reasons why many restaurants fail within the first three years. Elements of practical food service are incorporated within the course to enable the student to provide a good standard of service and an appreciation of the etiquette attached to dining out.

HM 360 –Hospitality Human Resources 3 semester hours
Prerequisites: HM 110. The process of recruiting, selecting, testing, training, career development and benefit administration of the human resources within the hospitality environment. Special consideration is given to traditional employee turnover patterns, changing work force demographics, stress resulting from personal service and overall maintenance of "hospitality attitude," and current trends in hospitality education and training.

HM 421 - Hospitality Purchasing & Cost Control 3 semester hours
Prerequisites: AC- 231 & 232. Building on the knowledge gained in Accounting I and II, this course applies the disciplines required to effectively control food and beverage operations. Items covered in the course include purchasing systems and practices; managing food and beverage production; loss reduction; food and beverage pricing; and menu analysis. The use of technology to enhance control systems is explored.

HM 431 – Guest Services Management 3 semester hours
This course examines quality service management and helps to develop an appreciation for its vital importance in hospitality businesses. The content includes an evaluation of a guest service culture, communication techniques, guest complaint handling, problem solving skills and the use of TQM, Six Sigma and Benchmarking as tools for improvement.

HM 432 – Conference and Convention management 3 semester hours
Prerequisite: (HM 110 for hospitality majors only). This course introduces the student to the field of Conference and Convention Management. The meeting, expositions, events and convents industry has expanded over the years and is predicted to expand in the future. The course covers subject areas including the identification and design of national and international convention centers, types of event and convention organizers, food and beverage arrangements, transportation and legal issues.

HM 440 – Vacation Ownership & Resort Development 3 semester hours
Timeshares are now a mainstream travel product, with an increasing number or units being sold and a growing number of well recognized international brands. This course provides the vital information for understanding the key issues surrounding the subject, including financing, marketing, sales and human resource issues as well as providing the background information, such as explanation of the growth, the components to timeshare management and an overview of opportunities in timeshare management..

HM 443 - Facility: Engineering/Maintenance; Layout/Design 3 semester hours
Prerequisites: HM -110 & 230. A study of managing the engineering and maintenance function in today's hospitality industry. Property engineering program analysis. Basic principles of heat, light, power, water, and landscaping. Energy conservation programs are compared and contrasted. A focus on building management; stressing the interdependence of planning, construction, equipment, maintenance, personnel, and service to the on-premise guest or customer. Layout studies, equipment design, and budget estimation are considered. Emphasis is given to the operation of a “Green” Hotel and the benefits of sustainable tourism”.

HM 450 - Beverage Management 3 semester hours
A comprehensive overview of all segments of the beverage industry. The production, packaging, distribution, marketing, and service of the full line of beverages served in the foodservice industry. These include: beer, wine, distilled spirits, coffee, tea, waters, soft drinks, dairy products, and fruit juices. This segment of the foodservice industry accounts for 15 percent of the foodservice dollar and 25 percent of the foodservice profit.

HM 462 - Culture & Cuisine **3 semester hours**
This course is an overview of the various cultures, which make up American society. Cuisine as a basis for this study will give the student insight into the cultural mosaic of America. Special consideration will be given to the five pillars of American cuisine: African-American, Native American, Asian- American, Latin America, and Classical European
American.

HM 499 – Hospitality Capstone Course **3 semester hours**
Prerequisites: BA 360, and senior standing. A focus on professional development and the opportunity to bring together and apply the knowledge gained from the various disciplines that are included with the program. Professional development seeks to provide a technical competence through the creation of structured opportunities to develop oral and written communication and positive personal qualities. Guidelines and assistance will be given in developing and presenting a comprehensive hospitality industry business plan.

COURSE DESCRIPTIONS FOR MINOR IN CULINARY ARTS

CUL 105 - Culinary History, Development and Foundation **1 semester hour**
This course focuses on history, development and foundation of cuisine, food preparation methods, and the foodservice industry. Emphasis is placed on World cuisine and the foodservice industry. Current trends and career opportunities in the culinary field are examined. Standard kitchen hand tools including proper knife usage; operation of equipment in a commercial kitchen; and culinary terminology are addressed.

CUL 301 - Institutional Kitchen 4 **semester hours**
Prerequisites: HM 250. Characteristics of fats, oils, egg and dairy products and the principles of preparation of vegetables, fruits, farinaceous products, and other food products will be studied and applied in the laboratory kitchen.

CUL 302 - Meat Identification and Fabrication **4 semester hours**
Prerequisites: HM 250. This course includes the identification and fabrication of meat, seafood, and poultry. Selection, procurement, and preparation of products in commercial food service are dealt with and applied in the laboratory kitchen.

CUL 303 - Garde-Manger **4 semester hours**
Prerequisites: HM 250. Garde-Manger is one of the most important courses culinary students take—and it's often the first kitchen station that a new chef will encounter. This reflects the latest garde-manger trends, techniques, and flavors, including brining ratios, fermented sausages, micro greens, American cheeses, tapas menus, "action" buffet stations, and ice carving. This course covers the principles of preparation of salads, cold sauces, appetizers, and garnishes and their applications. Emphasis on color, texture, and temperature in preparation and presentation are studied and applied in the laboratory kitchen.

CUL 304 - Principles of Food and Beverage Service 2 semester hours
Prerequisite: HM 250. Competent food and beverage service has long been underestimated in terms of knowledge, social and technical skills. This course is designed for those who wish to learn how to serve food and beverages properly in a restaurant setting. In the process students will learn the etiquette of eating out and the behaviors associated with those who are comfortable discussing food, wines and other alcoholic and non-alcoholic beverages in a social or professional environment.

CUL 305 - Food Presentation Techniques 2 semester hours
Prerequisites: HM 250. The art of preparing, presenting, and decorating cold food for buffets and banquets is one of the most demanding, artistic, and exciting specialties in the culinary arena. This course provides skills in preparing, constructing, and presenting elegant buffets and banquet with a flair for culinary artistry, and creativity.

DEPARTMENT OF INTERNATIONAL BUSINESS

The Department of International Business offers a degree program leading to the Bachelor of Science in international business and dual majors with other business and non-business areas (i.e.: computer science, international studies, modern languages – See IB Student success coach). Minors are also offered for business and non-business majors.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

PSLO 1. Demonstrate the ability to evaluate and understand risk, returns, management theories, effective decision making, critical thinking, planning and measuring profitability through case studies, projects and other assignments.

PSLO 2. Demonstrate the ability to understand the uses of technological concepts by managers, including hands-on learning techniques.

PSLO 3. Demonstrate the ability to understand ethical behavior and social responsibility in the workplace and satisfy stakeholder interests.

PSLO 4. Demonstrate the ability to use effective communication skills both written and oral through case studies, business plans and/or oral presentations and research papers.

PSLO 5. Demonstrate an acceptable level of learning competencies across business disciplines (i.e. courses) that encompass each functional area of core business curriculum.

PSLO 6. Demonstrate satisfactory skills and abilities in doing business across international boundaries and discuss the impact of global competitiveness on multinational organizations through internships, research, and/or oral presentations.

PSLO 7. Demonstrate an acceptable level of engagement in community service.

Bachelor of Science in International Business

The program is designed to prepare student for careers in International Business and the global marketplace. Students will familiarize themselves with other markets, cultures, languages and customs in order to be competitive and profitable in the emerging global economy. Upon graduation, students will be prepared for an entry level position or graduate studies

Admission to the Program: Through formal declaration of major.

Major Requirements

Students are required to complete 26 credit hours and must earn a C grade or better in all business/international courses. All students are required to successfully pass a standardized comprehensive exit examination before the last semester of their senior year.

International Business Minor

Students majoring in Accounting, Business Administration, Hospitality Management**, and** International Studies can earn a minor in International Business by completing a total of 18 credit hours, 12 credit hours of which are to be selected from courses included in the international business Major Requirements in addition 6 credit hours must be completed of an Intermediate Level foreign language (131 Modern Foreign Language and at least one 200 Level Modern Foreign Language of the same language)

2012-2013 **School of Business**

Bethune-Cookman University

International Business: Total Semester Hours=124

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**	**MAB 138**	**Business Calculus**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
____ ____	**Science Elective****	**3**	**BIL 131**	**General Biology I Lab**	**0**
RE 131	**Cultural Literacy**	**3**	ITM 100	Essentintials of Info. Tech	1
PE ____	**Physical Education Activity***	**1**	**ML 131**	**Modern Language**	**3**
			BA 110	Introduction to Business	3
	Total	**17**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
AC 231	Accounting I	3	AC 232	Accounting II	3
ACL 231	Accounting I Lab	1	ACL 232	Accounting II - Lab	1
BA 231	Microeconomics	3	BA 232	Macroeconomics	3
BA 236	Bus. Probability & Statistics	3	BA 234	Business Law	3
BL 230	Leadership & Prof. Development	2	**RP 241**	**Religions of the World#**	**3**
ML 132	**Modern Language**	**3**	MG 300	Management & Org. Behavior	3
SC 230	**Intro/Oral Communication.**	**3**			
	Total	**18**		**Total**	**16**

Junior Year

First Semester			Second Semester		
BA 237	Quantitative Tools & Methods	3	BA 360	Business Communication	3
IB 350	International Business	3	BAL 360	Business Comm. Lab	0
ITM 110	Business Computer Applications	3	ITM 200	Information Systems Essentials	3
INT ____	INT Elective (300-400 Level)	3	IB 365	International Economics	3
MK 341	Principles of Marketing	3	FI 335	Corporate Finance	3
ITS 290	Internship/Study Abroad	2	**HU ____**	**Humanities*****	**3**
	Total	**17**		**Total**	**15**

Senior Year

First Semester			Second Semester		
IB 400	Seminar: Global Issues	3	BA 499	Senior Seminar	3
IB 455	Intl. Human Resource Mgmt.	3	IB 470	International Management	3
IB 440	International Marketing	3	MG 495	Business Strategy & Policy	3
MG 493	Business Ethics	3	FI 402	International Trade and Finance	3
GRAD 450	University Graduation - UG	0			
	Total	**12**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***
 # RP 200 or 300 Elective - RP 241 Preferred.

COURSE DESCRIPTIONS FOR INTERNATIONAL BUSINESS

IB 350 - International Business 3 semester hours

An introductory course that provides a foundation on the study of the basic fundamentals of international business by identifying, examining and explaining these elements and applying them to the challenge of conducting international business. Emphasis will be on the dynamics afforded by conducting business in the global arena through the analysis of case studies.

IB 365 – International Economics 3 semester hours

Prerequisite: BA 231 and BA 232. This course introduces microeconomics and macroeconomics relevant to economic relations among countries. Emphasis is on microeconomic issues such as international trade, gains from trade distribution, and the theory and practice of protectionism. The course also addresses issues related to international finance and macroeconomics, and covers markets for currencies, as well as balance of payments.

IB 400 – Seminar in Global Issues 3 semester hours

Prerequisites: IB 350. This course is designed to provide students with tools and activities in developing an understanding of a new culture and different business environment. The course will emphasize the application of knowledge, the relationship of theory and practice, and the dynamic and uncertain environment within which organizations interact in today's global economy. The course will also demonstrate multiple cases and particular exercises. Guest speakers will be available to compare and contrast various trends in international business.

IB 420 - International Trade & Finance 3 semester hours

Prerequisites: FI 335 The course is designed to provide a comprehensive overview of international business finance with the context of international and currency fluctuations The course is inclusive of international banking and addresses the issues that must be understood and applied for successful international transactions. Emphasis is placed on the analysis of case studies.

IB 440 - International Marketing 3 semester hours

Prerequisites: MK 341 This course discuses the theories and practices of international marketing with attention given to both import and export practices. Also, the focus will be on the study of the effect of climates, economic, politics, and cultural systems on the trade practices and commercial policies of the multinational firms.

IB 455 - International Human Resource Management 3 semester hours

Prerequisite: MG-300. This course focuses on the international aspects of human resource management and provides students with practical and theoretical information on employee performance appraisal, training and development, compensation, structures, policies, and strategies for managing employees at every level of the multinational enterprises (MNE).

IB 470 - International Management 3 semester hours

Prerequisite: MG-300. This course examines issues involved multinational organizations in comparative management practice, and to understand the challenges and opportunities associated with global management and business strategy. The focus is on understanding globalization and how government and market interact with various environments in which managers need to make an effective decision in order to survive in today's global economy.

BACHELOR OF SCIENCE IN BUSINESS EDUCATION 6 – 12

The Business Education curriculum is designed to serve students who wish to focus on the needs of today's workplace and combine teaching with business experience while achieving initial teaching certification for grades 6-12.

Admission to the Program
Admission to the program in business education is specified under the admission section for the School of Education

Major Requirements
The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization (Business Education). In addition, students must satisfy all requirements specified by the Florida State Department of Education. At least 120 hours and others as specified. Additional hours may be specified. Student must meet with the academic student success coach to ensure proper matriculation and timely program completion.

COURSE DESCRIPTIONS FOR BUSINESS EDUCATION 6-12

BE 361 – Multimedia Administrative Communications 3 semester hours

Prerequisite: EN 133, BL 230, ITM 110, BA 360. This course is a comprehensive study of instructional materials, and instructional approaches for teaching Microsoft PowerPoint, Publisher, and Microsoft Front Page. Advance PowerPoint skills, including creating, modifying and customizing reports, enhancing presentations and charts are taught in this course. Also, basic Front Page 2007 skills are included to develop web page and web sites in workforce education. A basic familiarity with Microsoft Windows is essential.

BE 411 – Seminar in Business Education 3 semester hours

A variety of seminars as related to contemporary issues, problems, and trends in business.

The School of Education offers a degree leading to the Bachelor of Science in Business Education. The major is offered in cooperation with the School of Business.

HELEN KOTTLE
MEMORIAL BUILDING

SCHOOL OF EDUCATION

The School of Education offers the Bachelor's degree in 9 areas and teacher certification in eight areas in conjunction with courses available from four other Schools (Business, Arts and Humanities, Science, Engineering, and Mathematics, and Social Sciences).

OFFERINGS

Degree of Bachelor of Science with certification in the following areas:
Elementary Education K-6/ESOL
Exceptional Student Education K-12/ESOL
Physical Education K-12
Biology Education 6-12
Business Education 6-12

Degree of Bachelor of Arts with certification in the following areas:
English Education 6-12/ESOL
Music Education K-12
Social Science Education 6-12

Degree of Bachelor of Science without certification in the following areas:
Physical Education-Recreation (nonteaching)

ADMISSIONS REQUIREMENTS TO THE TEACHER EDUCATION PROGRAM (TEP)*

In order to be admitted into the state approved Teacher Education Program in the School of Education, students seeking a Bachelor's degree and Florida State Department of Education Teacher Certification must satisfy the following:

1. Complete all general education courses.
2. Have a grade point average of at least 2.5 on a 4.0 scale on the general education component of undergraduate studies.
3. Demonstrate mastery of general knowledge, including the ability to read, write, and compute by passing all four (4) subtests of the General Knowledge Test (GK).
4. Complete a formal application for admission to the School of Education in student's LiveText account.
5. Document criminal background clearance for field experiences in public schools. There is a fee associated with the required fingerprinting.
6. Passing scores on Speech Interview to document Basic Level communication skills and dispositions.

* Teacher Education Program admission criteria may change due to requirements of

the Florida State Department of Education (consult with academic student success coaches).

GOALS

The objectives and requirements, which are discussed in this section, apply to the School as a whole. Department requirements are given in the appropriate sections. The goals of the School of Education are to produce graduates who are:

1. Caring, committed, and competent teachers for K-12 schools.
2. Competent in applying instructional strategies learned in multiple and varied field and clinical experiences.
3. Able to use research techniques and apply instructional technology in classroom settings.
4. Able to teach effectively in classrooms with students from diverse backgrounds and experiences.
5. Prepared for successful entrance into graduate studies in Education.

SCHOOL STUDENT LEARNING OUTCOMES

1) Students who desire to earn a degree in Education and who seek to receive a teaching certificate in Education programs offered at Bethune-Cookman University will demonstrate mastery of the Florida Educator Accomplished Practices (FEAP) in teaching environments in early field experiences and student teaching internship experiences by obtaining a minimum rating of “Basic” on the rubric evaluations on the FEAPS, and a passing score on the appropriate Florida Teacher Certification Examination tests.

2) Students who desire to earn a degree in education and who seek to receive a teaching certificate in Education programs offered at Bethune-Cookman University will demonstrate mastery of the subject area competencies that are appropriate for the certificate in teaching environments in early field experiences and student teaching internship experiences by obtaining a minimum rating of “Basic” on the rubric evaluations of reflected tasks and a passing score on the appropriate Florida Teacher Certification Examination tests.

3) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will apply critical and creative thinking skills to reflect on their practice in their disciplines and as lifelong learners during their field experiences by obtaining a minimum rating of “Basic” on the rubric evaluations of selected tasks. **(Reflective Practice)**

4) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will demonstrate mastery of the essential knowledge for their disciplines by obtaining a minimum rating of “Basic” on the rubric evaluations of selected tasks. **(Essential Knowledge)**

5) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will demonstrate the use of assessment and evaluation to improve their practice and student learning during their field experiences by obtaining a minimum rating of "Basic" on the rubric evaluations of selected tasks. **(Assessment & Evaluation)**

6) Students who desire to earn a degree in Education programs offered at Bethune-Cookman University will exhibit professionalism in their discipline during their field experiences by obtaining a minimum rating of "Basic" on the rubric evaluations of selected tasks. **(Professionalism)**

GRADUATION REQUIREMENTS

In order to receive a Bachelor's degree through the School of Education in a State Approved Teacher Education Major, students must satisfy the following:

1. Have a cumulative GPA of 2.5 on a 4.0 Scale.
2. Complete the general education, professional core, and teaching specialty sequences as specified.
3. Pass all Florida Teacher Certification Examinations (FTCE): **General Knowledge** (GK), **Professional Education** (PEd), **Subject Area** (SAE).
4. Satisfy all published requirements of the University and of the School of Education.

DEPENDING ON INDIVIDUAL NEEDS FOR REMEDIATION, EDUCATION MAJORS MAY BE ADVISED TO TAKE ONE OR MORE OF THE FOLLOWING ELECTIVES:

EDT 380 - Applied Test Taking Skills 2 semester hours

This course enables students to develop reading, writing, and mathematical competencies, and general test- taking strategies.

EN 330 - Functional Grammar 3 semester hours

This course is emphasizing the purposes, principles, and procedures of the various approaches (traditional, structural, and transformational) to English grammar and oral usage. This course includes the history of the English language.

TEACHER CERTIFICATION

The School of Education offers services to students who are enrolled in programs leading to elementary or secondary teacher certification in the state of Florida.

Students will be assigned to student teaching only after submitting passing scores on the **Florida Teacher Certification Examination** (FTCE): **General Knowledge** (GK), **Professional** (PEd), and **Subject Area** (SAE). Please note that there is a fee attached to each examination. It is the

responsibility of the student to keep abreast of all deadlines and fees associated with these examinations.

The student who has been accepted into the Teacher Education Program must be responsible for keeping abreast of the teacher certification requirements as stated by the Florida State Department of Education, Tallahassee, Florida and for securing additional information from the office of the School of Education regarding new requirements enacted after the printing of this catalog. In addition, the students should arrange with their student success coach to plan a program of study which will fulfill both state certification requirements and degree requirements. The office of the School of Education is available to assist in program planning and in the interpretation of requirements. IT IS THE RESPONSIBILITY OF THE STUDENT TO MEET WITH THE ASSIGNED ACADEMIC STUDENT SUCCESS COACH ON A REGULAR BASIS. THE STUDENT MAY NOT REGISTER FOR CLASSES WITHOUT PRIOR APPROVAL FROM THE STUDENT SUCCESS COACH.

Students who wish to teach in states other than Florida should be aware that teacher certification requirements differ from state to state. Students should contact the State Department of Education in the state in which they wish to teach for the teacher certification requirements in that state; however, Florida has a reciprocal agreement with some states.

Graduates of approved teacher education programs will be provided transcripts that carry the endorsement of the National Council for Accreditation of Teacher Education (NCATE) and Florida State Department of Education (FLDOE).

TEACHER EDUCATION ALLIANCE

The Teacher Education Alliance, composed of unit B-CU faculty and public school personnel, meets at least twice each academic year to provide leadership and direction in the development and implementation of the Teacher Education Program.

REQUIREMENTS FOR STUDENT TEACHING

Applications for student teaching for fall and spring must be filed by **January 15** of each academic year. Students must qualify by **February 1** for placement during the fall term and by **September 30th** for spring term (all passing scores on FTCE tests, all courses completed, and the 2.50 required GPA).

Applications are available in each student’s LiveText account.

Students in Teacher Education who have received Ds and Fs in courses in the professional requirements and/or in their major area must repeat the courses until the grade of at least C or above has been earned before the student is assigned to Student Teaching. The required GPA for placement in Student Teaching is 2.5. This is a requirement prior to assignment to student teaching. In addition, all "I" grades must be removed before the student is assigned to student teaching.

The education core and correlated core must be taken by all Education majors who are anticipating completion of studies leading toward teacher certification in the state of Florida. Many courses must be taken in a required sequence. See the curriculum for each area of specialization.

COURSE DESCRIPTIONS FOR EDUCATION

These are the professional core courses that all education majors must complete. Please note that some requirements vary, depending on major area; therefore, students must see student success coaches and follow the vertical curricula to ensure proper matriculation, specialty courses are listed in each major's vertical curriculum and appropriate section of the catalog.

FC 110 Freshman Seminar I **1 semester hour**

This seminar is designed to help first year students in making the transition from high school to college with emphasis upon goal setting, study skills, advising, and wellness. Returning students retaking this course may choose to do service learning. This course is required of all students who are not transferring in 30 semester hours of college credit.

FC 111 Freshman Seminar II **1 semester hour**

Prerequisite: FC 110. This seminar is designed to provide opportunities for students to learn more about their major field of study, the professional behavior essential to their chosen careers, and community service. Major issues involved in career planning and development will be covered. This course is required of all students who are not transferring in 30 semester hours of college credit.

ED 231 - Introduction to Education **3 semester hours**

This course is designed to help preserves teachers examine the American school's historical progress, current issues, and organization structures.

ED 240 - Educational Technology **3 semester hours**

This course is designed to examine various ways computers are used in education and personally. The focus of this course is on basic concepts of computer operation, identification of types of educational technology resources, teacher made multi-media for use in the classroom, and the ethical and societal impacts of technology. Additionally, students will examine assistive technology in the classroom as ways to modify instruction for diverse learners.

ED 340 - Assessment and Evaluation **3 semester hours**

Prerequisites: ED 231, ED 240, ESE 200. This course is a discussion of the techniques for measuring and evaluating students' performance and programs in education, elementary statistical procedures, and grading in the various areas. The interpretation of results of district and external assessments are explored in the course. Prospective teachers learn how to design and develop traditional as well as authentic forms of assessment in their respective disciplines and to measure teaching effectiveness. Prospective teachers also learn to read and interpret external assessments.

ED 351 - Curriculum Design & Development **3 semester hours**

Prerequisites: ED 231, ED 240, ESE 200. Students are presented with a review of theories for curriculum formation, the forces at work on the curriculum and social events, which require constantly changing curriculum for a viable education experience for children.

ED 352 - Contemporary Teaching Methods 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200, PS 236. Corequisite: EDA 352. In this course, students study methods of teaching and strategies for planning and implementing various aspects of curriculum.

ED 360 - General Methods in Secondary Education 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. This course prepares secondary teachers for the theoretical and practical understanding needed for the 21st century classroom. The foundation of the course rest on students' understanding of information in several areas such as: content development, development of pedagogical skills, philosophy, and context in planning in the secondary classroom. Through a reflective approach, students will be prepared to design unit plans and lesson plans with a focus on diversity and differentiated instruction for linguistically and culturally diverse students. Students will examine realistic scenarios and examples from a variety of subject areas such as Biology, Business, English, Music, and Social Science.

ED 369 – Content Reading (6-12) 3 semester hours
(Required depending on area of certification).Prerequisites: ED 231, ED 240, ESE 200. The purpose of this course is to prepare secondary majors to teach students to: (1) use reading, viewing, and listening effectively, (2) construct the meaning from a wide variety of texts, and (3) write and speak to communicate ideas and information effectively. Candidates will (a) acquire a repertoire of instructional strategies for developing vocabulary, comprehension, and study skills relevant to their content areas, (b) acquire teaching techniques to meet the content literacy needs of middle and secondary students, (c) discover text characteristics including readability levels to determine reading demands of content text books and other print materials, and (d) motivate and engage student learning from technology, including the internet and e-mail.

ED 370 - Content Reading K-6 3 semester hours
(Required depending on area of certification).Prerequisites: ED 231, ED 240, ESE 200. This course provides the basis for planning stimulating learning experiences using expository text (nonfiction) and informational technology. Students in this course will identify reading demands of text and acquire strategies for assessing and meeting the instructional needs of students in content reading areas of comprehension, vocabulary, structural word analysis and critical thinking skills.

ED 403 – Classroom Management 3 semester hours
This course is designed to provide students with an understanding of classroom management as it pertains to school safety, professional ethics, and school law.

ED 462 - Student Teaching 12 semester hours
Prerequisites: All Major Requirements listed above with a GPA of at least 2.50. Corequisite: EDX 462. This course provides an internship experience for Education majors who apply their content knowledge teaching strategies and classroom management skills in an actual classroom setting.

EDA 352 - Contemporary Teaching Practicum 2 semester hours
ED 231, ED 240, ESE 200. Corequisites: Related methods courses. This course provides field experiences for teacher candidates to develop and implement competencies pertaining to

individualized curricula and instruction. This course involves a field experience in conjunction with specialized methods courses.

EDB 352 - Teaching Practicum **1 semester hour**
Prerequisites: ED 352 and EDA 352. Corequisites: Related methods courses. This course involves a field experience in conjunction with specialized methods courses. Students must be cleared and approved by the TEI Office for registration in this course.

EDM 380 - Professional Seminar **0 semester hours**
Students must enroll in this course each semester, beginning at the sophomore year, except during student teaching. This course provides education majors with relevant information about matriculation and professional development as necessary to complete the program.

EDP 499 - Pre-Student Teaching **1 semester hour**
Prerequisite: Passing scores on General Knowledge Test and General Education requirements. Grade of C or better in EN 131, 132, MA 131or MAT 131 and MA 132 or MAT 132, with the exception of Biology Education Majors who will take MA 135 or MAT 135 and MA 136 or MAT 136 and Business Education majors who will take MA/MAT 134 or MAB 135 and MAB 138, SC 230, and RE 260. This course is designed to involve the Pre-Teacher Candidate in the study of the Conceptual Framework (REAP) and all components of the Uniform Core Curriculum as related to observation and evaluation during the student teaching experience. Students must be cleared and approved by the TEI Office for registration in this course.

EDS 499 - Senior Seminar **3 semester hour**
There is an emphasis in this course on the practical applications of research skills and methods for preparing a senior research paper. Special use of word processing will be required.

EDX 462 - Student Teaching Seminar **0 semester hours**
Corequisite: ED 462. This seminar provides assistance to student teachers during the student teaching experience.

ESE 200 - Survey of Exceptional Students **3 semester hours**
This course is an introductory course covering various exceptionalities and cultural diversity issues with an emphasis on definitions, historical perspectives, student characteristics, trends, and issues.

TSL 370 - Principles and Issues in ESOL **3 semester hours**
Prerequisites: ED 231, ED 240, ESE 200. This course is designed to introduce students to the underlying theories and principles that shape the field of ESOL. The legal, sociological, historical, and professional issues which have shaped and influenced the field will be explored. The course will focus on the theories of first and second language acquisition as well as the general study of language and communication. Special attention will be given to the subsystems of language, role of language transfer, BICS and CALP, language pragmatics, and cultural issues in communication. It also provides a field clinical experience in classroom settings with second language learners.

TSL 440 - Methods of Teaching ESOL 3 semester hours
(Elementary Education, English Education, and Exceptional Student Education majors) Prerequisites: ED 231, ED 240, ESE 200. This course focuses on major methodologies and strategies for teaching second language learners. It provides specific instructional techniques and practices for teaching the development of reading, language arts, and content specific subject matter for the majors. It provides guidelines and practice for unit and lesson planning, classroom management and organization, multilevel learning activities, instructional materials selection, and related instructional competencies. It also provides a field clinical experience in classroom settings with second language learners.

DEPARTMENT OF ELEMENTARY EDUCATION

Bachelor of Science in Elementary Education K – 6/ESOL Endorsement

The Bachelor of Science in Elementary Education is designed for students who plan to teach students in grades K-6.

Admission to the Teacher Education Program (TEP)

Admission to the program in Elementary Education is specified under the admission section for the School of Education.

Major Requirement: A minimum of 124 hours is required. Additional hours may be specified.

2012-2013 School of Education

Bethune-Cookman University

Elementary Education / ESOL K-6: Total Semester Hours=124

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
RE 131	**Cultural Literacy**	**3**	*ED 240*	*Educational Technology*	*3*
BI 131	**General Biology I**	**3**	**ML 131**	**Modern Language**	**3**
BIL 131	**General Biology I Lab**	**0**	**PE ____**	**PE Activity***	**1**
HI 130	**African American History**	**3**	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**			
	Total	**16**		**Total**	**14**

Sophomore Year

First Semester			Second Semester		
HU 231-233	**Humanities****	**3**	*PS 236*	*Developmental Psychology*	*3*
SC 230	**Intro/Oral Communication**	**3**	*ED 231*	*Intro/Education*	*3*
PH 230	**Physical Science**	**3**	*ESE 200*	*Survey: ESE*	*3*
HI **230-232**	United States History	3	MAT 390	Math for Teachers	3
RP 232	**Modern Philosophy or**	3	ED 333	Creative Expression: Art	3
RP 230	**Ethics**		ED 330	Creative Expression: PE	3
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**15**		**Total**	**18**

Junior Year

First Semester			Second Semester		
ED 352	*Contemp. Teach Methods****	*3*	ED 320	Inquiry Science	3
EDA 352	*Contemp. Teach Practicum*	*2*	ED 403	Classroom Management	3
EDL 350	Children's Literature	3	ED 336	Creative Expression: Music	3
ED 325	Discovery Social Studies	3	*ED 351*	*Curriculum Design & Development*	*3*
TSL 370	*Principles/ Issues ESOL*	*3*	*EDB 352*	*Teaching Practicum*	*1*
ED 340	*Assessment & Evaluation*	*3*	ED 368	Reading Strategies	3
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**17**		**Total**	**16**

Senior Year

First Semester			Second Semester		
ED 437	Inquiry Mathematics	3	*ED 462*	*Student Teaching*	*12*
ED 370	*Content Reading K-6*	*3*	*EDX 462*	*Student Teaching Seminar*	*0*
ED 439	Language Learning	3			
TSL 440	*Methods of Teaching ESOL*	*3*		**Total**	**12**
EDP 499	*Pre-Student Teaching*	*1*			
EDS 499	*Senior Seminar*	*3*			
EDM 380	*Professional Ed. Seminar*	*0*			
GRAD 450	University Graduation - UG	0			
	Total	**16**			

Students must pass FTCE. GK, PEd, and SAE.

***Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together (co-requisites) and are pre-requisites for ED 320, ED 325, ED 351, ED 368, ED 370, ED 439, EDL 350 may be taken as a co-requisite of ED 352

General Education Courses Are In Bold, Professional Core Courses are in Italics

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

**MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.*

*ATHLETES ONLY will substitute PE Activity with PEC 111ATH Body Conditioning

**ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)*

***Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities*

MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR ELEMENTARY EDUCATION K-6 / ESOL

ED 320 - Inquiry Science **3 semester hours**
Prerequisites: BI 131, ED 240, ESE 200, ED 231. This course involves a study of inquiry methods and laboratory experiences relevant to teaching science in the elementary school.

ED 325 - Discovery Social Studies **3 semester hours**
Prerequisites: HI 230, 231, ED 231, ED 240, ESE 200. In this course, students study methods and materials relevant to teaching social studies, emphasizing conceptual orientation and discovery strategies for developing specific social studies skills.

ED 330 - Creative Expression: Physical Education **3 semester hours**
Prerequisites: ED 231, ED 240, ESE 200. This course is a study of methods and materials necessary for teaching physical education and health and safety in elementary schools.

ED 333 - Creative Expression: Art **3 semester hours**
Prerequisites: ED 231, ED 240, ESE 200. In this course students are introduced to principles and practices of teaching the visual arts.

ED 336 - Creative Expression: Music **3 semester hours**
Prerequisites: ED 231, ED 240, ESE 200. Students are involved in a study of methods and materials of teaching music in elementary schools.

ED 368 - Reading Strategies **3 semester hours**
Prerequisites: ED 231, ED 240, ESE 200, ED 352, EDA 352. This course offers a basic understanding of the reading process and its relationship to the other language arts (listening, speaking, and writing). Students study strategies to develop phonemic awareness and comprehension skill, while they learn to authentically assess reading skills to identify pupils' instructional needs.

ED 437 - Inquiry Mathematics **3 semester hours**
Prerequisite: MAT 390. This course offers a study of mathematics content, methods and materials, stressing competency- based approaches to teaching mathematics in elementary schools.

ED 439 - Language Learning **3 semester hours**
Prerequisites: ED 231, ED 240, ESE 200, ED 352, EDA 352. This course acquaints students with theories of learning and innovative practices in teaching in a literature-based, integrated language arts program. With a focus on the writing process and oral communication, students acquire a repertoire of strategies to teach spelling, grammar, speaking, and listening skills.

EDB 352 - Teaching Practicum **1 semester hour**

Prerequisites: ED 352 and EDA 352. Corequisites: Related methods courses. This course involves a field experience in conjunction with specialized methods courses. Students must be cleared and approved by the TEI Office for registration in this course.

EDL 350 - Children's Literature **3 semester hours**

Prerequisites: ED 231, ED 240, ESE 200. This course develops an understanding of the role of childrens literature in the cognitive, language, and social development of elementary children. Students will read widely and design literary experiences in children and young adolescent's literature, including picture books, fantasy, historical fiction, poetry, contemporary realistic fiction, and multicultural literature.

DEPARTMENT OF EXCEPTIONAL STUDENT EDUCATION

Bachelor of Science in Exceptional Student Education K-12/ESOL Endorsement

The Bachelor of Science in Exceptional Student Education is designed for students who plan to teach students with specific learning disabilities, mental disabilities, emotional disabilities, or varying exceptionalities in grades K-12.

Admission to the Teacher Education Program (TEP)

Admission to the program in Exceptional Student Education is specified under the admission section for the School of Education.

Major Requirements: A minimum of 124 hours is required. Additional hours may be specified.

2012-2013 **School of Education**

Bethune-Cookman University

Exceptional Student Education ESOL K-12: Total Semester Hours=124

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
RE 131	**Cultural Literacy**	**3**	*ED 240*	*Educational Technology*	*3*
BI 131	**General Biology I**	**3**	**ML 131**	**Modern Language**	**3**
BIL 131	**General Biology I Lab**	**0**	**PE ____**	**PE Activity***	**1**
HI 130	**African American History**	**3**	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**			
	Total	**16**		**Total**	**14**

Sophomore Year

First Semester			Second Semester		
HU 231-233	**Humanities****	**3**	*PS 236*	*Developmental Psychology*	*3*
SC 230	**Intro/Oral Communication**	**3**	*ED 231*	*Intro/Education*	*3*
PH 230	**Physical Science**	**3**	*ESE 200*	*Survey: ESE*	*3*
HI 230-232	United States History	3	*ED 340*	*Assessment & Evaluation*	*3*
RP 232	**Modern Philosophy or**	**3**	*EDM 380*	*Professional Ed. Seminar*	*0*
RP 230	**Ethics**		MAT 390	Math for Teachers	3
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
ESE 310	*Theories of LD*	*3*	*ESE 305*	*Language Development*	*3*
ESE 430	*Instructional Strategies/LD*	*3*	*ESE 320*	*Nature of ASD*	*3*
ED 352	*Contemp. Teach Methods****	*3*	*ED 351*	*Curriculum Design & Development*	*3*
EDA 352	*Contemp. Teach Practicum*	*2*	ED 368	Reading Strategies	3
ESE 330	*Assessment/ESE Students*	*3*	*ESE 400*	*Social/Personal Skills*	*3*
TSL 370	*Principles/ Issues ESOL*	*3*	*ESE 450*	*Instructional Strategies/EBD*	*3*
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**17**		**Total**	**18**

Senior Year

First Semester			Second Semester		
EDB 352	*Teaching Practicum*	*1*	*ED 462*	*Student Teaching*	*12*
TSL 440	*Methods of Teaching ESOL*	*3*	*EDX 462*	*Student Teaching Seminar*	*0*
ED 403	*Classroom Management*	*3*			
ED 369	*Content Reading 6-12* ***or***	*3*		**Total**	**12**
ED 370	*Content Reading K-6*				
ED 439	*Language Learning*	*3*			
EDP 499	*Pre-Student Teaching*	*1*			
EDS 499	*Senior Seminar*	*3*			
EDM 380	*Professional Ed. Seminar*	*0*			
GRAD 450	University Graduation - UG	0			
	Total	**17**			

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold, Professional Core Courses are in Italics
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
*****Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together**
MA 131, 132, 134, 135, 390 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR EXCEPTIONAL STUDENT EDUCATION K-12 / ESOL

ESE 305 - Language Development for Exceptional Learners 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. This is an introductory course in language development and communication skills of the exceptional learner. The course includes language development (language, reading, and writing skills) and disorders of various exceptionalities, the impact of language on learning, and augmentative communication.

ESE 310 - Theories of Learning Disabilities 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. Concepts, research, and theories of learning disabilities are discussed. Characteristics, classification of students, and educational services are also studied.

ESE 320 – Nature of Autism Spectrum Disorders 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. A survey of the characteristics of students with autism spectrum disorders, including historical foundations, definitions, current issues, and practical applications for classroom teachers. A variety of instructional methods will be utilized in this course. Included among them are lecture, discussion, guest and/or panel speakers, small group and independent content-application activities.

ESE 330 - Assessment of Exceptional Students 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. Knowledge of formal and informal evaluation techniques commonly used in the screening, diagnosis, and program evaluation for exceptionalities are examined. Results from evaluation measurements are used for interpretation, analysis, communication, and application.

ESE 400 - Social/Personal Skills of Exceptional Students 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. Social and personal skills of mildly handicapped students are explored. Employability skills, career awareness, and transition planning for adult living are emphasized.

ESE 430 - Instructional Strategies for Students with Learning Disabilities and Intellectual Disabilities
Prerequisites: ED 231, ED 240, ESE 200. Corequisites: ED 352, EDA 352. Instructional strategies and models for teaching students with specific learning disabilities and intellectual disabilities. Specialized approaches to teaching basic skills, functional skills, developmental programming, and cognitive strategy instruction to students ranging in grades kindergarten through high school are provided. This course is taken concurrently with EDB 352 in which competencies in teaching are demonstrated through field experience and microteaching.
3 semester hours

ESE 450 - Instructional Strategies for Students with Emotional Behavioral Disorders
Prerequisites:ED 231, ED 240, ESE 200, ED 352, EDA 352. Instructional strategies for teaching students with Emotional Behavioral Disorders. Instructional techniques and motivational strategies, as well as development, implementation, and evaluation of individualized education

plans and data management will be stressed. This course is taken concurrently with EDB 352 in which competencies in teaching EBD are demonstrated through field experience and microteaching. **3 semester hours**

DEPARTMENT OF PHYSICAL EDUCATION

The Department of Physical Education offers programs leading to the Bachelor of Science in Physical Education with teacher certification at K-12 levels and in Physical Education – Recreation.

Bachelor of Science in Physical Education K-12

The Bachelor of Science in Physical Education is designed for students who plan to teach Physical Education in grades K-12.

Admission to the Programs

Admission to the program in Physical Education is specified under the admission section for the School of Education.

Major Requirements: A minimum of 128 hours is required. Additional hours may be specified.

2012-2013 School of Education

Bethune-Cookman University

Physical Education K-12 : Total Semester Hours=128

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
ML 131	**Modern Language**	**3**	**FC 111**	**Freshman Seminar II**	**1**
BI 131	**General Biology I**	**3**	**PE 214**	**Intermediate Swimming**	**2**
BIL 131	**General Biology I Lab**	**0**	**HI 130**	**African American History**	**3**
RE 131	**Cultural Literacy**	**3**	**RP 232**	**Modern Philosophy or**	**3**
FC 110	**Freshman Seminar I**	**1**	**RP 230**	**Ethics**	
	Total	**16**		**Total**	**15**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	PE 224	Principles in Coaching	2
PE 232	Foundations PE	3	*ED 240*	*Educational Technology*	*3*
PH 230	**Physical Science**	**3**	*PS 236*	*Developmental Psychology*	*3*
PE 301	Theory & Practice	2	*ED 231*	*Intro/Education*	*3*
PE 215	Pre. & Care Athletic Injury	3	*ESE 200*	*Survey: ESE*	*3*
HU 231-233	**Humanities****	**3**	BI 235	Anatomy & Physiology I	4
EDM 380	*Professional Ed. Seminar*	*0*	BIL 235	Anatomy & Physiology I Lab	0
			EDM 380	*Professional Ed. Seminar*	*0*
	Total	**17**		**Total**	**18**

Junior Year

First Semester			Second Semester		
PE 338	Org. & Admin./Health,PE	3	*ED 351*	*Curriculum Design & Development*	*3*
PE 303	Theory & Practice	2	PE 302	Theory & Practice	2
ED 352	*Contemp. Teach Methods****	*3*	PE 335	Kinesiology	3
EDA 352	*Contemp. Teach Practicum*	*2*	PE 325	PE in Elem School	3
ED 340	Assessment and Evaluation	3	PE 341	Motor Development	3
TSL 370	*Principles/ Issues ESOL*	*3*	*ED 360*	*Gen.Methods in Secondary Ed*	*3*
EDM 380	*Professional Ed. Seminar*	*0*	*EDB 352*	*Teaching Practicum*	*1*
			EDM 380	*Professional Ed. Seminar*	*0*
	Total	**16**		**Total**	**18**

Senior Year

First Semester			Second Semester		
ED 369	*Content Reading 6-12* ***or***	*3*	*ED 462*	*Student Teaching*	*12*
ED 370	*Content Reading K-6*		*EDX 462*	*Student Teaching Seminar*	*0*
PE 435	Physiology of Exercise	3			
ED 403	*Classroom Management*	*3*		**Total**	**12**
PE 430	Adaptive & Corrective PE	3			
EDP 499	*Pre-Student Teaching*	*1*			
EDS 499	*Senior Seminar*	*3*			
EDM 380	*Professional Ed. Seminar*	*0*			
GRAD 450	University Graduation - UG	0			
	Total	**16**			

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold, Professional Core Courses are in Italics
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.***
****ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)***
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
*****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
*****Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together**
MA 131, 132, 134, 135 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR PHYSICAL EDUCATION / K-12

PE 111-112 - Physical Education Activity 1 semester hour
The purpose of the skill requirement is to enable the student to develop higher levels of physical fitness, body coordination, and cardiovascular endurance through selected individual, dual, and team sports and activities. Instruction and practice are offered in the following activities: basketball, soccer, physical fitness, volleyball, flag football, bowling, golf, badminton, weightlifting, aerobics, dance, and water exercise. Swimming (PE 214 - 2 hrs.) is required for majors in Physical Education/ K-12, and Physical Education/Recreation and is only offered to these majors.

PE 214 - Intermediate Swimming 2 semester hours
This course is designed to help students improve their basic swimming strokes - front crawl, back crawl, backstroke, elementary backstroke, breaststroke, sidestroke, and butterfly. This course is only offered to Physical Education / K-12, and Physical Education/Recreation majors.

PE 215 - Prevention and Care of Athletic Injuries 3 semester hours
This course is designed to teach techniques for the prevention of athletic injuries as well as diagnostic procedures and the handling of emergencies involving athletic injuries.

PE 224 - Principles in Coaching and Officiating Sports 2 semester hours
This course is concerned with the teaching of specific sports, the organization of practice sessions, and the development of an effective training program. This course also teaches coaching and officiating techniques involved in individual, dual, and team sports.

PE 232 - Foundations, Principles, Trends and History 3 semester hours
This course is an orientation to the field of health, physical education, and recreation. Emphasis is on foundations, principles, trends, and history of physical education, assessment of student interests, competencies, vocational preferences, and potential in the field.

PE 301 - Theory and Practice of Teaching Individual and Dual Sports 2 semester hours
This course provides the use of theory and practice to develop actual teaching skills, class organization, and lesson plans for individual and dual sports.

PE 302 - Theory and Practice of Teaching Team Sports 2 semester hours
This course provides the use of theory and practice to develop actual teaching skills, class organization, and lesson plan for team sports.

PE 303 - Theory and Practice of Teaching Dance and Gymnastics 2 semester hours
This course provides the use of theory and practice to develop actual teaching skills, class organization, and lesson plans for dance and gymnastics.

PE 320 - Games in the Elementary School 3 semester hours
This course provides basic principles of safe, efficient, and aesthetic movement for children and teaches the fundamental uses of the body.

PE 325 - Teaching Physical Education in the Elementary School 3 semester hours
Prerequisites: ED 231, ED 240, ESE 200. This course provides methods of instruction, materials, theory, testing, and practice of teaching techniques and program planning. Consideration is given to the physical, psychological, and social characteristics of children at each elementary school age level and their application to physical education. Practical experience in lesson planning, organizing, and teaching is also provided.

PE 335 – Kinesiology 3 semester hours
An analysis of the mechanical and muscular action involved in human motion. Emphasis is on analysis of physiological principles and laws governing motor activity.

PE 336 - Personal and Community Health 3 semester hours
Emphasis is placed on consumer and environmental health and the prevention and control of disease.

PE 337 - School and Community Recreation 3 semester hours
A presentation of data for developing and operating recreation programs in the school and community. This course provides development of methods and materials for conducting programs at camps, schools, playgrounds, and community centers. Review of the theories of play and recreation principles are presented.

PE 338 -Organization and Administration of Health, Physical Education & Recreation 3 semester hours
This course is designed to teach students the organizational structure and administrative procedures of the health, physical education, and recreation programs. The course emphasis is on methodology, policies, procedures, and budget in relation to the required, intramural, adapted, and inter-scholastic areas of the total program.

PE 341 - Motor Development 3 semester hours
A course in tracing the patterns of growth and development in young children, understanding the growth process, and understanding the inter-relationship of structure and functions in human beings. The course presents the relationship of physical and motor development to human actions and interactions.

PE 430 - Adaptive and Corrective Physical Education 3 semester hours
This course is a study of conditions which require the physical education program to be adapted to meet the special needs of students with disabilities.

PE 435 - Physiology of Exercise 3 semester hours
This course is a study of the physiological responses which occur during physical activity such as the demands of the circulatory and respiratory systems and how the body attempts to meet those demands during vigorous exercise.

PE 462 - Student Teaching 12 semester hours
Prerequisite: special permission required. This course is the final phase of the field experience. It is a period of intensive training through an assignment to a physical education class. Emphasis

will be placed on development of the competencies incorporated in the Florida Professional Orientation Program.

SECONDARY EDUCATION MAJORS

Bachelor of Science in Biology Education 6 – 12

The Bachelor of Science in Biology Education is designed for students who plan to teach Biology in grades 6-12.

Admission to the Program

Admission to the program in Biology Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 127 hours is required. Additional hours may be specified. Students must meet with their academic student success coach to ensure proper matriculation and timely program completion.

2012-2013 School of Education

Bethune-Cookman University

Biology Education 6-12: Total Semester Hours=127

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**
RE 131	**Cultural Literacy**	**3**		**MAT 135**	**Pre-Calculus**	**3**
BI 141	**General Biology I**	**3**		BI 142	General Biology II	3
BIL 141	**General Biology I Lab**	**1**		BIL 142	General Biology II Lab	1
CH 141	**General Chemistry I**	**3**		CH 142	General Chemistry II	3
CHL 141	**General Chemistry I Lab**	**1**		CHL 142	General Chemistry II Lab	1
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**	**1**
PE ____	**PE Activity***	**1**				
	Total	**16**			**Total**	**15**

Sophomore Year

First Semester				Second Semester			
BI 241	General Zoology I	4		*ED 240*	*Educational Technology*	*3*
BIL 241	**General Zoology I Lab**	**0**		BI 244	Microbiology	4
ED 231	Intro to Education	3		**BIL 244**	**Microbiology Lab**	**0**
ML 131	**Modern Language**	**3**		**HI 130**	**African American History**	**3**
MAT 136	**Analytical Trigonometry**	**3**		**SC 230**	**Intro/Oral Communication**	**3**
ESE 200	*Survey: ESE*	*3*		*PS 236*	*Developmental Psychology*	*3*
EDM 380	*Professional Ed. Seminar*	*0*		*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**16**			**Total**	**16**

Summer

HU	**231-233**	**Humanities****	**3**
RP	**230**	**Ethics or**	
RP	**232**	**Modern Philosophy**	**3**
		Total	**6**

Junior Year

First Semester				Second Semester			
PH 241	General Physics I	4		*ED 340*	*Assessment & Evaluation*	*3*
PHL 241	General Physics I Lab	0		BI 332	Botany II	3
ED 352	*Contemp. Teach Methods****	*3*		BIL 332	Botany II Lab	0
EDA 352	*Contemp. Teach Practicum*	*2*		*ED 351*	*Curriculum Design & Development*	*3*
BI 331	Botany I	3		*ED 360*	*Gen. Methods in Secondary Ed*	*3*
BIL 331	Botany I Lab	0		BI 345	Comparative Vertebrate Anatomy	4
TSL 370	*Principles/ Issues ESOL*	*3*		BIL 345	Comparative Vertebrate Anatomy Lab	0
EDM 380	*Professional Ed. Seminar*	*0*		*EDM 380*	*Professional Ed. Seminar*	*0*
				EDB 352	*Teaching Practicum*	*1*
	Total	**15**			**Total**	**17**

Senior Year

First Semester				Second Semester			
ED 403	*Classroom Management*	*3*		*ED 462*	*Student Teaching*	*12*
BI 437	General Ecology	4		*EDX 462*	*Student Teaching Seminar*	*0*
BIL 437	General Ecology Lab	0				
BI 499	Senior Seminar	3				
ED 369	*Content Reading 6-12*	*3*				
EDP 499	*Pre-Student Teaching*	*1*				
EDM 380	*Professional Ed. Seminar*	*0*				
GRAD 450	University Graduation - UG	0				
	Total	**14**			**Total**	**12**

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold, Professional Core Courses are in Italics
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
**MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.*
*ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
**ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)*
***Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities*
***Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together
MA 131, 132, 134, 135 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Science in Business Education 6-12

The Bachelor of Science in Business Education is designed for students who plan to teach Business in grades 6-12.

Admission to the Program

Admission to the program in Business Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 129 hours is required. Additional hours may be specified. Students must meet with their academic student success coach to ensure proper matriculation and timely program completion.

2012-2013 School of Education

Bethune-Cookman University

Business Education 6-12: Total Semester Hours=126

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**
MAT 134	**College Algebra**	**3**		**MAB 138**	**Business Calculus**	**3**
ML 131	**Modern Language**	**3**		**BI 131**	**General Biology I**	**3**
RE 131	**Cultural Literacy**	**3**		**BIL 131**	**General Biology I Lab**	**0**
FC 110	**Freshman Seminar I**	**1**		BA 110	Intro. to Business	3
PE ____	**PE Activity***	**1**		CS 133	Intro to Web Design	3
ITM 110	Business Computer Applications	3		**FC 111**	**Freshman Seminar II- Business**	**1**
	Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
ED 231	*Intro to Education*	*3*		*ESE 200*	*Survey: ESE*	*3*
HI 130	**African American History**	**3**		AC 232	Principles of Accounting II	3
BA 232	Macro Economics	3		ACL 232	Principles of Accounting II LAB	1
AC 231	Principles of Accounting I	3		**RP 230**	**Ethics**	3
ACL 231	Principles of Accounting I LAB	1		*PS 236*	*Developmental Psychology*	*3*
CS 230	Computer Programming I	3		**SC 230**	**Intro/Oral Communication**	**3**
CSL 230	Computer Programming I Lab	1		*BL 230*	*Leadership & Prof. Development*	*2*
EDM 380	*Professional Ed. Seminar*	*0*		*EDM 380*	*Professional Ed. Seminar*	*0*
	Total	**17**			**Total**	**18**

Junior Year

First Semester				Second Semester			
BA 360	Business Communication	3		*ED 340*	*Assessment & Evaluation*	*3*
BAL 360	Business Communication Lab	0		**HU 231-233**	**Humanities****	**3**
MK 341	Principles of Marketing **or**	3		*ED 351*	*Curriculum Design & Development*	*3*
MG 300	Man. & Org. Behavior			**PH 230**	**Physical Science**	**3**
ED 352	*Contemp. Teach Methods****	*3*		*EDB 352*	*Teaching Practicum*	*1*
EDA 352	*Contemp. Teach Practicum*	*2*		*ED 360*	*Gen. Methods in Secondary Ed*	*3*
BA 234	Business Law	3		*EDM 380*	*Professional Ed. Seminar*	*0*
TSL 370	*Principles/ Issues ESOL*	*3*				
EDM 380	*Professional Ed. Seminar*	*0*				
	Total	**17**			**Total**	**16**

Senior Year

First Semester				Second Semester		
EDP 499	*Pre-Student Teaching*	*1*		*ED 462*	*Student Teaching*	*12*
EDS 499	*Senior Seminar*	*3*		*EDX 462*	*Student Teaching Seminar*	*0*
ED 403	*Classroom Management*	*3*				
ED 369	*Content Reading 6-12*	*3*				
IB 350	International Business **or**	3				
BE 361	Multimedia Adm. Communications					
EDM 380	*Professional Ed. Seminar*	*0*				
GRAD 450	University Graduation - UG	0				
	Total	**13**			**Total**	**12**

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
*****Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together**
MA 131, 132, 134, 135 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Arts in English Education 6 – 12/ESOL Endorsement

The Bachelor of Arts in English Education is designed for students who plan to teach English in grades 6-12.

Admission to the Program

Admission to the program in English Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 121 hours is required. Additional hours may be specified. Students must meet with their academic student success coach to ensure proper matriculation and timely program completion.

2012-2013 School of Education

Bethune-Cookman University

English Education / ESOL K-6: Total Semester Hours=121

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
RE 131	**Cultural Literacy**	**3**	*ED 240*	*Educational Technology*	*3*
BI 131	**General Biology I**	**3**	**ML 131**	**Modern Language or**	**3**
BIL 131	**General Biology I Lab**	**0**	**ML 132**	**Modern Language II**	
HI 130	**African American History**	**3**	**PE ____**	**PE Activity***	**1**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
	Total	**16**		**Total**	**14**

Sophomore Year

First Semester			Second Semester		
HU 231-233	**Humanities****	**3**	EN 270	Introduction to Linguistics	3
SC 230	**Intro/Oral Communication.**	**3**	EN 240	Advanced Composition	3
PH 230	**Physical Science**	**3**	*PS 236*	*Developmental Psychology*	*3*
EN 210	Intro to Literary Analysis	3	*ESE 200*	*Survey: ESE*	*3*
RP 232	**Modern Philosophy or**	3	*ED 231*	*Intro/Education*	*3*
RP 230	**Ethics**		*EDM 380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
EN 331	English Literature I **or**	3	*EN 336*	Contemporary Literature	*3*
EN 332	English Literature II		EN 334	American Literature	3
TSL 370	*Principles/ Issues ESOL*	*3*	*ED 369*	*Content Reading 6-12*	*3*
ED 352	*Contemp. Teach Methods****	*3*	*ED 340*	*Assessment & Evaluation*	*3*
EDA 352	*Contemp. Teach Practicum*	*2*	*ED 360*	*Gen. Methods in Secondary Ed*	*3*
ED 351	*Curriculum Design & Development*	3	*EDB 352*	*Teaching Practicum*	*1*
EN 340	Creative Writing	3	*EDM 380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**17**		**Total**	**16**

Senior Year

First Semester			Second Semester		
EN 320-434	Major Elective	3	*ED 462*	*Student Teaching*	*12*
ED 403	*Classroom Management*	*3*	*EDX 462*	*Student Teaching Seminar*	*0*
EN 440	Shakespeare	3			
TSL 440	*Methods of Teaching ESOL*	*3*		**Total**	**12**
EDP 499	*Pre-Student Teaching*	*1*			
EN 499	Senior Seminar/ English	3			
EDM 380	*Professional Ed. Seminar*	*0*			
GRAD 450	University Graduation - UG	0			
	Total	**16**			

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold, Professional Core Courses are in Italics
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
*****Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together**
MA 131, 132, 134, 135 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Arts in Music Education K-12

The Bachelor of Arts in Music Education is designed for students who plan to teach Music in grades K-12.

Admission to the Program

Admission to the program in Music Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 125 hours is required. Additional hours may be specified. Students must meet with their academic student success coach to ensure proper matriculation and timely program completion.

2012-2013 School of Education

Bethune-Cookman University

Music Education K-12: Total Semester Hours=125

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
FC 110B	**Freshman Seminar I**	**1**	**BI 131**	**General Biology I**	**3**
MU 210	Applied Music Major	1	**BIL 131**	**General Biology I Lab**	**0**
MU 133	Computer Applications in Music	3	**HI 130**	**African American History**	**3**
MUN 111	Class Piano I	1	MU 210	Applied Music Major	1
MU 110	Ensemble**	1	**MUN 112**	**Class Piano II**	**1**
PE 111-212	**PE Activity***	**1**	MU 213	Vocal Methods	1
RE 131	**Cultural Literacy**	**3**	MU 110	Ensemble	1
HUA 290	Performance Seminar	0	HUA 290	Performance Seminar	0
MUAL 100	Fundamentals of Musicianship	0	**FC 111B**	**Freshman Seminar II**	1
		Total 17			**Total 17**

Sophomore Year

First Semester			Second Semester		
PH 230	**Physical Science**	**3**	ESE 200	Survey of Exceptional Students	3
SC 230	**Intro/Oral Communication**	**3**	MUE 350	Music Methods in Elementary Ed.	3
PS 236	*Developmental Psychology*	*3*	*ED 352*	*Contemp. Teach Methods****	*3*
MUE 231	Intro to Music Education	3	*EDA 352*	*Contemp. Teach Practicum*	*2*
MU 210	Applied Music Major	1	MU 252	Musicianship Skills II	2
MU 251	Musicianship Skills I	2	MUL 252	Aural Skills II Lab	1
MUL 251	Aural Skills I Lab	1	MU 210	Applied Music Major	1
MU 214	String Methods	1	MU 313	Percussion Methods	1
MU 110	Ensemble**	1	MU 110	Ensemble**	1
HUA 290	Performance Seminar	0	HUA 290	Performance Seminar	0
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
		Total 18			**Total 17**

Junior Year

First Semester			Second Semester		
EDB 352	*Teaching Practicum*	*1*	*MUE 340*	*Assessment & Evaluation in Music Ed*	*3*
MUE 360	Music Methods in Secondary Ed.	3	MU 354	Musicianship Skills IV	2
MUE 238	Intro to Conducting	1	MUL 354	Aural Skills IV Lab	1
MU 413	Woodwinds Methods	1	MU 325	Music History & Culture II	3
MU 353	Musicianship Skills III	2	MU 435	Arranging for Inst. & Vocal Ens	3
MUL 353	Aural Skills III Lab	1	MU 438	Advanced Conducting Techniques	2
MU 324	Music History & Culture I	3	MU 410	Applied Music Major	1
MU 410	Applied Music Major	1	MU 314	Brass Methods	1
MU 110	Ensemble**	1	MU 110	Ensemble**	1
HUA 290	Performance Seminar	0	HUA 290	Humanities Pro. Seminar	0
EDM 380	*Professional Ed. Seminar*	*0*	*EDM 380*	*Professional Ed. Seminar*	*0*
		Total 14			**Total 17**

Senior Year

First Semester			Second Semester		
RP 230	**Ethics or**	**3**	*ED 462*	*Student Teaching*	*12*
RP 232	**Modern Philosophy**		*EDX 462*	*Student Teaching Seminar*	*0*
TSL 370	*Principles/ Issues ESOL*	*3*			
ED 369	*Content Reading **6-12 or***	*3*			**Total 12**
ED 370	*Content Reading K-6*				
EDP 499	*Pre-Student Teaching*	*1*			
MUS 499	Senior Seminar in Music	1			
MU 410	Applied Music	1			
MUZ 410	Senior Recital	0			
MU 110	Ensemble**	1			
HUA 290	Performance Seminar	0			
EDM 380	*Professional Ed. Seminar*	*0*			
GRAD 450	University Graduation - UG	0			
		Total 13			

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold, Professional Core Courses are in Italics
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
**MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.*
*ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
**ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)*
*** All Students are expected to complete 3 hours of small ensemble, and 4 hours of large ensemble. (see academic advisor for further details)*
***Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together
MA 131, 132, 134, 135 (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Arts in Social Science Education 6 -12

The Bachelor of Arts in Social Science Education is designed for students who plan to teach Social Science in grades 6-12.

Admission to the Program

Admission to the program in Social Science Education is specified under the admission section for the School of Education.

Major Requirements

The students are required to satisfy General Education requirements, requirements in the School of Education, and requirements in the area of specialization. In addition, students must satisfy all requirements specified by the Florida State Department of Education. A minimum of 121 hours is required. Additional hours may be specified. Students must meet with their academic student success coach to ensure proper matriculation and timely program completion.

2012-2013 School of Education

Bethune-Cookman University

Social Science Education 6-12: Total Semester Hours=121

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
RE 131	**Cultural Literacy**	**3**	HI 131	World History	3
BI 131	**General Biology I**	**3**	**RP 232**	**Modern Philosophy or**	**3**
BIL 131	**General Biology I Lab**	**0**	**RP 230**	**Ethics**	
HI 130	**African American History**	**3**	**PE ____**	**PE Activity***	**1**
FC 110	**Freshman Seminar I**	**1**	**ML 131**	**Modern Language**	**3**
			FC 111	**Freshman Seminar II**	**1**
	Total	**16**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
ED 240	***Educational Technology***	***3***	*ED 231*	*Intro/Education*	*3*
HI 231	U.S. History to 1865	3	*ESE 200*	*Survey: ESE*	*3*
HU 231-233	**Humanities****	**3**	HI 232	U.S. History **since** 1865	3
BA 231	Micro Economics **or**	3	*PS 236*	*Developmental Psychology*	*3*
BA 232	Macro Economics		**PH 230**	**Physical Science**	**3**
SC 230	**Intro/Oral Communication**	**3**	*EDM 380*	*Professional Ed. Seminar*	*0*
EDM 380	*Professional Ed. Seminar*	*0*			
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
ED 352	*Contemp. Teach Methods****	*3*	SS 210	Human Geography **or**	3
EDA 352	*Contempt. Teach Practicum*	*2*	SS 220	Physical Geography	
POL 230	American Government	3	*ED 360*	*Gen. Methods in Secondary Ed*	*3*
HI 333	European History I	3	*EDB 352*	*Teaching Practicum*	*1*
ED 369	*Content Reading 6-12*	*3*	*TSL 370*	*Principles/ Issues ESOL*	*3*
ED 340	*Assessment & Evaluation*	3	*ED 351*	*Curriculum Design & Development*	*3*
EDM 380	*Professional Ed. Seminar*	*0*	HI 235	Florida History	3
			EDM 380	*Professional Ed. Seminar*	*0*
	Total	**17**		**Total**	**16**

Senior Year

First Semester			Second Semester		
HI 253	Oral History **or**	3	*ED 462*	*Student Teaching*	*12*
HI 353	Modern Asian Studies		*EDX 462*	*Student Teaching Seminar*	*0*
HI 335	History of West Africa **or**	3			
HI 431	History of Latin America / Caribbean			**Total**	**12**
ED 403	*Classroom Management*	*3*			
EDP 499	*Pre-Student Teaching*	*1*			
EDS 499	*Senior Seminar*	*3*			
EDM 380	*Professional Ed. Seminar*	*0*			
GRAD 450	University Graduation - UG	0			
	Total	**13**			

Students must pass FTCE. GK, PEd, and SAE.

General Education Courses Are In Bold
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities
****Courses must be taken in the sequence listed above. ED 352 and EDA 352 must be taken together**
MA 131, 132, 134, 135, (taken prior to Fall 2010) will substitute for MAT courses listed above.

Bachelor of Science in Physical Education/Recreation

The Physical Education-Recreation degree focuses on understanding the role and impact of recreational/leisure activities on individuals in society. This program of studies is designed to prepare professionals for careers as recreation supervisors, sports managers, and program directors. The Physical Education-Recreation degree will provide experiences which prepare majors for employment in both recreational and athletic programs.

Major Requirements: A minimum of 122 hours is required. Additional hours may be specified.

Students must complete a background check .

2012-2013 **School of Education**

Bethune-Cookman University

Physical Education/Recreation: Total Semester Hours=122

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
RE 131	**Cultural Literacy**	**3**	**FC 111**	**Freshman Seminar II**	**1**
BI 131	**General Biology I**	**3**	**HI 130**	**African American History**	**3**
BIL 131	**General Biology I Lab**	**0**	CS 132	Computer Applications	3
FC 110	**Freshman Seminar I**	**1**	**PE ____**	**PE Activity***	**1**
____ ____	Free Elective	3			
	Total	**16**		**Total**	**14**

Sophomore Year

First Semester			Second Semester		
RP ____	**Elective (200 level & Above)**	**3**	PE 224	Principles in Coaching	2
PE 214	Intermediate Swimming	2	REC 225	Intro/ Recreation	3
___ ___	**Science Elective****	3	REC 231	Intramural Sports	2
SC 230	**Intro/Oral Communication**	**3**	**HU 231-233**	**Humanities*****	**3**
PE 215	Pre. & Care Athletic Injury	3	**ML 131**	**Modern Language**	**3**
REC 232	History & Philosophy	3	PE **111-212**	**PE Activity***	1
	Total	**17**		**Total**	**14**

Junior Year

First Semester			Second Semester		
PE 301	Theory & Practice	2	REC 310	Dept. Internship	1
PE 302	Theory & Practice	2	PE 303	Theory & Practice	2
HM 352	Nutrition	3	REC 333	Outdoor Resources	3
PE 320	Games in Elem. School	3	PE 341	Motor Development	3
REC 331	Recreational Leadership	3	PE 336	Personal & Com. Health	3
BI 235	Anatomy & Physiology I	4	PE 335	Kinesiology	3
BIL 235	Anatomy & Physiology I Lab				
	Total	**17**		**Total**	**15**

Senior Year

First Semester			Second Semester		
PE 337	School & Com. Recreation	3	REC 490	Field Experiences	12
PE 338	Org. & Administrative/PE	3			
REC 421	Areas & Facilities Mgt.	3			
PE 435	Physiology of Exercise	3			
PE 430	Adaptive & Corrective PE	3			
EDS 499	*Senior Seminar*	*1*			
GRAD 450	University Graduation - UG	0			
	Total	**16**		**Total**	**12**

General Education Courses Are In Bold, Professional Core Courses are in Italics.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY104 Basic Military Science and MYL104 Basic Military Science Lab. (ROTC)
*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.***
****Choose ONE from HU231 Ancient to Medieval Humanities, HU232 Renaissance to early Romantic Era Humanities, or HU233 Romanticism to Contemporary Humanities***
MA 131, 132, 134, 135 (taken prior to Fall 2010) will substitute for MAT courses listed above.

COURSE DESCRIPTIONS FOR RECREATION

REC 225 - Introduction to Recreation **3 semester hours**
A survey of the career opportunities in health, physical education, recreation, sports fitness management, and athletic training that exist in human service agencies, recreation agencies, fitness centers, and educational institutions.

REC 231 - Intramural Sports **3 semester hours**
This course provides a study of theory and practice in developing and conducting intramural programs at the high school and college levels. Emphasis directed on the history and scope of intramural sports.

REC 232 - History & Philosophy Recreation **3 semester hours**
This course examines major historical and philosophical developments in sport and recreation, including interscholastic, intercollegiate, professional sport, and the recreation and commercial fitness industries.

REC 310 - Departmental Internship **1 semester hour**
This course provides teaching experience in the Physical Education / Recreation program at Bethune-Cookman University. One hour laboratory teaching per week under faculty supervision is required.

REC 331 - Recreational Leadership **3 semester hours**
This course introduces students to the techniques and dynamics of leadership in recreation and to the fundamental concepts, characteristics, and trends in recreation program planning.

REC 333 - Outdoor Resources/Camping **3 semester hours**
This course introduces students to recreational participation in natural environments. The course includes analysis of the characteristics of recreation, the responsibilities of federal, state, regional and local governments in providing recreational opportunities, tools for recreation administration, and recreation resource policy.

REC 421 - Areas and Facilities Management **3 semester hours**
A course designed to introduce the student to the areas of recreational facilities to include planning, design, construction, and maintenance; and to the broad area of low organizational sports, games, and activities. The emphasis is on creativity and innovation.

REC 490 - Field Experience **9 semester hours**
A supervised professional work experience (360-400 work hours) is an important part of the Physical Education/Recreation curriculum. The work experience exposes the student to the operations of recreation programs and provides experiences leading to employment. Placement can be in public, private, or voluntary agencies. Need a total of 9-12 to meet requirements**.**

Nursing Students in training

SCHOOL OF NURSING

When Bethune-Cookman's nursing program was founded in 1978, it became only the second nursing program to be established at a minority institution in the state of Florida. In 2005, the nursing program became the School of Nursing. The University's School of Nursing is approved by the Florida State Board of Nursing and is accredited by the National League for Nursing Accrediting Commission (NLNAC).

The Bachelor of Science program in nursing has as its primary purpose to educate men and women as beginning practitioners who possess all the qualities necessary for leadership roles in the practice of their profession and in the communities in which they live. A balanced curriculum offers courses in the liberal arts, the sciences, the humanities and nursing. Some introductory courses relating to world, regional and local health issues are offered during the freshman and sophomore years; however, the majority of the nursing courses are concentrated in the junior and senior years. These courses involve nursing students in classroom and clinical learning experiences in area hospitals, long-term care facilities, home-health care, hospice, the health department, early childhood facilities, restorative, rehabilitative and mental health agencies, and many other community-based settings.

Students learn to apply theory in developing competencies in nursing practice, while caring for the client as an adult or child, families of childbearing age, or the elderly. Concepts related to cultural competence and caring for vulnerable populations are interwoven throughout the curriculum.

End-of-Program Individual Student Outcomes

1. Provides safe, quality, patient-centered, evidence-based nursing care that is guided by caring.
2. Uses critical thinking/clinical reasoning when providing nursing care.
3. Implements quality improvement related to patient care.
4. Participates in collaborative relationships with members of the interdisciplinary team.
5. Incorporates information management principles, techniques, and systems to communicate, manage knowledge, mitigate error, and support decision-making.
6. Provides leadership in a variety of healthcare settings for the purpose of providing and improving patient care.
7. Functions as a competent nurse assimilating all professional, ethical, and legal principles.

Upon graduation, the student receives a Bachelor of Science degree in Nursing and is eligible to take the National Council of State Boards of Nursing Licensure Examination for Registered Nurses (NCLEX-RN).

Philosophy of the School of Nursing

The philosophy of the School of Nursing emerges from and is consistent with the mission of the University. The university mission includes a dedication to leadership and service to others. Subsequently, faculty and staff are committed to making higher education in nursing accessible to a diverse student body, both traditional and nontraditional. The faculty believes that the purpose of baccalaureate education is to educate men and women as beginning practitioners who are qualified for leadership roles in the practice of their profession and are prepared to serve the communities in which they live.

Central to the philosophy of the School of Nursing are the definitions that follow:

Health

The faculty believe that health is a dynamic state of being that exists on a continuum from optimal wellness to illness and death. Changes on this continuum are influenced and, in fact, may be caused by internal and external environmental stressors. Health is an essential element for effective adaptation and growth in a changing environment, an environment which is influenced by health beliefs, culture, genetic disposition, and individual behavior. A state of health exists when a person functions as an integrated whole, living and interacting with environments in a productive manner. Movement on the health-illness continuum depends on the severity of stressors, the adaptive mechanisms of the person, and the accessibility to quality health care services. Furthermore, it suggests a harmonious development and preservation of physical functioning; a balance in the ability to gain support from and give support to others, and a fulfillment of perfect trust in a higher power, and a sharing of this trust with mankind.

The wellness-illness continuum is dynamic, indicating that a person's health status can move from one level to another. The ultimate goal is achieving an optimal level of health. The levels of functioning will vary according to the individual's state of health and the developmental level. When the usual adaptive abilities are inadequate, the individual moves on the wellness-illness continuum towards a lower level of functioning.

Environment

Environment is the sum of all external and internal conditions affecting the life and development of an individual. This includes the physical and nonphysical environment (temperature, water, air, food, workplaces, cultural/ethnic beliefs, values, attitudes, religion, community relationships, etc.). All aspects of environment interact and influence the person's unique response to illness.

Nursing

The faculty in the School of Nursing believe nursing is a unique profession that is concerned with all the variables affecting a client's health (physically, psychologically, and spiritually).

The goal of nursing is to form therapeutic partnerships with the client, family, community, and other health care providers to improve, maintain, or restore health.

This goal is implemented throughout the framework of the nursing process and interdisciplinary care plans. The expected outcome is optimal health that adds to the value of life and quality care that is cost effective.

As an interdisciplinary profession, nursing influences and is influenced by internal and external forces which must be considered while working to maintain, promote, and restore health.

Client

The faculty in the School of Nursing believe that the client is a holistic being who, as an individual and a member of society, has rights, choices, and responsibilities. To promote these attributes, an interactive and collaborative relationship between the client and the client's health care providers must be facilitated.

In accordance with the Christian belief, faculty members in the School of Nursing strive to instill spiritual growth by nurturing a continuous understanding and appreciation of the ecumenical tradition of Bethune-Cookman University. These beliefs and values of religious culture are manifested by demonstrating understanding, acceptance, and love toward all mankind.

Furthermore, the faculty believes that the client may be an individual, family, group, or community and that these ought to be an interactive and collaborative relationship with clients at all times. In order to insure this relationship, the faculty is committed to preparing, caring, and competent nurses who respect and value differences in others, engage in critical thinking, provide therapeutic interventions, communicate effectively, and demonstrate professionalism at all times.

Professionalism

The faculty defines professionalism as an outcome of professional behavior demonstrated by the baccalaureate prepared nurse's ability to synthesize specialized and abstract knowledge, adhere to standards of competence, and believe in a commitment to public service. Students learn that nursing practice is autonomous, self-regulated through professional organizations and agencies, and is guided by a code of ethics.

Nursing Education

The faculty believe that nursing education is a dynamic process by which a person adopts or establishes values, develops the ability to think critically and assimilates knowledge and skills, which will help others to achieve optimal health. Nursing education is an integration of the teaching and learning process. The learning process is self-directed and requires active

participation. It is effectively accomplished by an orderly sequencing of learning experiences which incorporate the student's cognitive, affective, and psychomotor domains.

The teaching process helps the student acquire values, knowledge and skills. This process is enhanced by the teacher's ability to synthesize, evaluate, coordinate, and serve as a catalyst in the learning process.

Research

Research and scholarly activities are essential components to the mission of Bethune-Cookman University. Therefore, Bethune-Cookman University's School of Nursing faculty members are encouraged to take an active part in the development and improvement of research. The primary focus research should be directed towards the solution of problems and the development of knowledge and technology essential to the improvement of the quality of life.

Commitment to Diversity

B-CU serves a diverse student population from city, state, national and international communities. Faculty in the School of Nursing shares a commitment to the value of incorporating diversity in its programs and services because of a belief that diversity contributes to the quality and relevance of the educational experience.

Nursing B.S.N.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO):

SSLO/PSLO 1: Safe and Effective Care Environment: The generalist nurse will promote achievement of client outcomes by providing and directing nursing care that enhances care delivery setting in order to protect clients, family, significant other, and other health care personnel.

SSLO/PSLO 2: Health Promotion and Maintenance**:** The generalist nurse will provide and direct nursing care of the client, and family/significant others that incorporate the knowledge of expected growth and development principles; prevention and/or early detection of health problems, and strategies to achieve optimal health.

SSLO/PSLO 3: Psychosocial Integrity: The generalist nurse will provide and direct nursing care that respects human differences and commonalities in the area of physical, emotional, mental, and social well-being of the client and family/significant others.

SSLO/PSLO 4: Physiological Integrity: The generalist nurse promotes achievement of client outcomes by providing and directing nursing care that enhances the care delivery in order to promote self-care and responsibility in clients, family/significant others and other health care personnel by clinical practice in variety of settings.

ADMISSION REQUIREMENTS GENERIC PROGRAM

Students are admitted to the School of Nursing at the beginning of the spring or fall semester of their sophomore year, after completion of all pre-nursing curriculum courses. Enrollment may be limited by the number of physical and clinical facilities that are available for comprehensive learning environments.

Credit received on the basis of CLEP examinations or equivalent transfer credit from another educational institution may be included as part of these requirements. Nursing transfer credits in the generic BSN program are not accepted from other institutions.

The following requirements are part of the process used to determine eligibility for admission to the School of Nursing:

1. Students must demonstrate appropriate communication and mathematical skills as part of the University's General Education competencies as described in the Bethune-Cookman University Academic Catalog.
2. Completion of the Pre-Nursing Major Prerequisites (lower division courses) with a minimum 2.80 overall, cumulative grade-point-average (GPA) and a minimum 2.50 GPA in support courses (totaling 24 semester credit hours) in the following areas:
    - Anatomy and Physiology I and II
    - General Biology
    - Mathematics (6 credits)
    - Psychology (General and Developmental)
    - Nutrition
3. Courses designated as support and natural science courses may not be repeated more than once to achieve a minimum passing grade of "C".
4. No more than two (2) of the support courses may be repeated. Support courses are designated by asterisk in the Nursing Vertical Curriculum.
5. Students must take and pass a Nursing Admission Examination (NAE). The student must achieve a passing score as designated by the Bethune-Cookman University School of Nursing. The NAE will be administered as a proctored examination after an initial screening evaluation of applicants completed admission packets. The fee for the examination is separate and students are responsible for paying for the exam. The approximate cost is estimated to be between $50.00 to $70.00. Students will have two attempts to obtain the minimum passing score.

6. A physical examination is required from a qualified physician or advanced health care practitioner as defined in the School of Nursing Student Handbook. Proof of an up to date and complete immunization record must be submitted at the time of application.
   a) Two letters of personal reference are required. Sources of references may include an employer, academic student success coach, professor, counselor or community leader.
   b) Applicants must have a current Healthcare Provider Cardio-Pulmonary Resuscitation (CPR) card.

Background Check Policy

Bethune-Cookman University requires that students submit to a criminal background check by the Florida Department of Law Enforcement prior to enrolling in the School of Nursing. The State of Florida Board of Nursing requires this information as a condition of licensure, and many clinical sites at which students will train require fingerprinting and background checks and urine drug/alcohol screens, as well. The University does not use this information for the purpose of making decisions regarding admission to the School of Nursing. However, because clinical experience is an integral part of the nursing curriculum, a criminal history may hinder a student's progression through the program. The School of Nursing will make reasonable accommodations to provide alternative clinical sites for students whose participation is not accepted by a clinical agency. A student's inability to satisfy clinical requirements, however, may result in dismissal from the School of Nursing.

Major Requirements

Prerequisites 60 hours (including General Education)

Nursing 68 hours

RN-BSN Program

Within the bachelor's degree program there is a specifically designated for Registered Nurses who practice in the State of Florida to enroll in the RN-BSN program. Registered nurses with an Associate of Arts degree, Associate of Science, or diploma may receive credit for prior nursing and science courses through a variety of validation procedures. RN-BSN students may complete their studies in as little as one year, once they have met all of the prerequisite courses required by the School of Nursing.

Progression - Retention and Graduation

Once a student has been admitted to the nursing program, he or she will be required to comply with the following progression, retention, and graduation policies:

1) All co requisite courses and all courses in the upper level of the School of Nursing must be completed with a grade of "C" or above.

2) Students who earn a grade below "C" in a nursing course must retake the course and pass with a "C" or better. Students, who fail NU 283 Nursing Concepts, and NU 285 Pharmacology, may continue in the program and repeat the course the next time it is offered. Failure in all other courses will stop the student's progression in the program and the course must be taken the next time it is offered.

3) Students must pass progression examinations that are part of the core curriculum. These policies are found in the syllabi for all courses.

4) Students who earn a failing grade in NU 281 Fundamentals of Nursing, NU 282 Health Assessment, NU 284 Care of the Emerging Family, NU 303 Adult Health I, NU 305 Adult Health II, NU 307 Child Health, NU 403 Psychiatric Mental Health Nursing, NU 405 Community Health Nursing, NU 406 Nursing Research, NU 449 Comprehensive Review I, NU 407 Adult Health III, NU 433 Leadership & Management, NU 499 Nursing Seminar, and NU 450 Comprehensive Review II, and are considered out of sequence in the nursing curriculum. In such cases, the students must take and pass NU 395 Developmental Survey I or NU 495 Developmental Survey II prior to repeating the course in which a failing grade was earned.

5) Failure in a course that was repeated constitutes a second failure in a nursing course and the student will be dismissed from the School of Nursing. A student who fails two nursing courses is permanently dismissed from the School of Nursing. Such students may not reapply to the Bethune-Cookman University School of Nursing.

6) A comprehensive exit examination is required at Bethune-Cookman University. In the School of Nursing this comprehensive examination is given in NU 450, Comprehensive Review II.

   The student must achieve a 95% predicted probability of passing NCLEX score. This score is required to pass NU 450 and progress to graduation. The student may retake the examination once. The Student must demonstrate remediation before a retake will be allowed.

7) The School of Nursing adheres to all general requirements and procedures of the University for progression and graduation.

Special Requirements for Nursing Majors

Clinical experience is essential to augment learning in the classroom. In order to practice in the clinical area a student must have an annual PPD skin test. Standardized tests are also an important measure of student mastery of classroom content and clinical experiences. These special requirements are defined in the School of Nursing Student Handbook.

2012-2013 **School of Nursing**

Bethune-Cookman University

Pre-Nursing

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 132	**College Math II or**	**3**	MAT 134	College Algebra	3
____ ____	Statistics		**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**	BI 235	Anatomy and Physiology I	3
RE 131	**Cultural Literacy**	**3**	BIL 235	Anatomy and Physiology I Lab	1
BI 141	**General Biology I or**	**3**	PS 231	General Psychology	3
CH 141	General Chemistry				
PE ____	**Physical Education Activity***	**1**			
	Total	**14**		**Total**	**14**

Sophomore Year

First Semester		
SC 230	**Intro/Effective Oral Comm.**	**3**
BI 236	Anatomy and Physiology II	3
BIL 236	Anatomy and Physiology II Lab	1
PS 236	Developmental Psychology	3
BI 244	Microbiology***	3
BIL 244	Microbiology Lab	1
HU 231-233	**Humanities ****	**3**
	Total	**17**

Eligible to Apply to the School of Nursing

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

The Following Courses may be taken out of Sequence: NU 279 - Nutrition for Nursing, RP 230 Ethics, HI 130 African American History, and HU 230 - Humanities

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

2012-2013 **School of Nursing**

Bethune-Cookman University

Nursing: Total Semester Hours=128

Sophomore Year
Cohort One (Fall Admission)

Fall Semester			Spring Semester		
NU 279	Nutrition for Nursing	3	NU 284	Care of the Emerging Family	6
NU 281	Fundamentals of Nursing	6	NUL 284	Care of the Emerging Family Lab	0
NUL 281	Fundamentals of Nursing Lab	0	RP 230	Ethics	3
NU 282	Health Assessment	3	HI 130	African American History	3
NUL 282	Health Assessment Lab	0			
NU 283	Nursing Concepts	3			
	Total	**15**		**Total**	**12**

Sophomore Year
Cohort Two (Spring Admission)

Spring Semester			Summer Semester		
NU 279	Nutrition for Nursing	3	NU 284	Care of the Emerging Family	6
NU 281	Fundamentals of Nursing	6	NUL 284	Care of the Emerging Family Lab	0
NUL 281	Fundamentals of Nursing Lab	0			
NU 282	Health Assessment	3			
NUL 282	Health Assessment Lab	0			
NU 283	Nursing Concepts	3			
	Total	**15**		**Total**	**6**

Junior Year
Both Cohorts

First Semester (Fall)			Second Semester (Spring)		
NU 303	Adult Health I	6	NU 305	Adult Health II	6
NUL 303	Adult Health I Lab	0	NUL 305	Adult Health II Lab	0
BI 303	Pathophysiology I	3	BI 305	Pathophysiology II	3
NU 285	Pharmacology	3	____ ____	Free Elective[#]	3
	Total	**12**		**Total**	**12**

Summer Semester

NU 307	**Child Health**	**6**
NUL 307	**Child Health Lab**	**0**
	Total	**6**

Senior Year
Both Cohorts

First Semester (Fall)			Second Semester (Spring)		
NU 403	Psych & Mental Health	6	NU 407	Adult Health III	6
NUL 403	Psych & Mental Health Lab	0	NUL 407	Adult Health III Lab	0
NU 405	Community Health Nursing	6	NU 433	Leadership & Management	3
NUL 405	Community Health Nursing Lab	0	NU 499	Nursing Seminar	3
NU 406	Nursing Research	3	NU 450	Comprehensive Review II	1
NU 449	Comprehensive Review I	1			
GRAD 450	University Graduation - UG	0			
	Total	**16**		**Total**	**13**

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***
****Support courses for the School of Nursing. Please see admisssion requirements.***
 # Free elective means you can take any 100-400 level course you want as long as you meet the course prerequisites.

COURSE DESCRIPTIONS FOR NURSING

NU 279 - Nutrition for Nursing 3 semester hours

This course is an introduction to the interrelationships among nutrition, food and the environment as they impact health. Emphasis is placed on the multiple factors that influence food intake and the sum total of nutritional processes resulting in optimal physiological function. The role and function of the nurse in health promotion and wellness throughout the life-cycle will be addressed. Identification of the role of nutrition and chronic disease, and the nurse's involvement in assessment, screening and prevention is the focus of the course.

NU 281 - Fundamentals of Nursing 6 semester hours

Prerequisites: Acceptance into the Nursing Program. A theory/laboratory course which focuses on foundational concepts necessary for safe, quality, patient-centered nursing care to a diverse patient population while integrating legal and ethical responsibilities of the professional nurse. Introduces caring, critical thinking, the nursing process, and communication techniques used when interacting with patients and members of the interdisciplinary team, and explains evidence-based nursing practice. This course includes the acquisition of foundational psychomotor skills and the application of these skills in a laboratory and structured clinical setting.

NU 282 - Health Assessment 3 semester hours

Prerequisites: Acceptance into the Nursing Program. This theory/lab course focuses on the theoretical basis and psychomotor skills used when assessing the health status of individuals emphasizing cultural diversity, age-related differences, and lifestyle factors. The theoretical content introduces the role of the professional nurse in identifying and communicating normal findings and common deviations from normal. The laboratory experience provides the opportunity to apply cognitive and psychomotor skills incorporating caring while performing a systematic, patient-centered health assessment.

NU 282 - Health Assessment (RN-BSN) 3 semester hours

Prerequisites: Acceptance into the RN-BSN Nursing Program. This theory/lab course focuses on the theoretical basis and psychomotor skills used when assessing the health status of individuals emphasizing cultural diversity, age-related differences, and lifestyle factors. The theoretical content introduces the role of the professional nurse in identifying and communicating normal findings and common deviations from normal. The independent clinical experience provides the opportunity to apply cognitive and psychomotor skills incorporating caring while performing a systematic, patient-centered health assessment.

NU 283 - Nursing Concepts 3 semester hours

Prerequisites: Acceptance into the Nursing Program. This theory course introduces the major concepts of nursing as applied in the Bethune-Cookman curriculum framework. These concepts include caring, patient-centered care, safety, evidence-based nursing practice, quality improvement, the healthcare system, critical thinking/clinical reasoning, collaboration, information technology, leadership, and professionalism. The student begins to apply these

concepts to nursing practice. The course also explores the history of professional nursing and its evolution to current nursing practice.

NU 284 - Care of the Emerging Family **6 semester hours**
Prerequisites: NU281, NU282, NU283. This theory/clinical course focuses on the acquisition and application of nursing theory and critical thinking skills necessary for safe, patient/family centered nursing care of the childbearing family. The theoretical content focuses on care that is developmentally and culturally appropriate. Included is the integration of the standards of practice, and legal and ethical responsibilities of the professional nurse when caring for emerging families.

NU 285 – Pharmacology **3 semester hours**
Prerequisites: NU281, NU282, NU283. This course presents the general principles of pharmacology as they relate to safe, quality, patient-centered, evidence-based nursing care of diverse individuals focusing on developmentally and culturally appropriate interventions. The primary focus is on safety and quality improvement factors in the administration of medications in a variety of healthcare settings.

NU 303 - Adult Health I **6 semester hours**
Prerequisites: NU284, NU285. This theory/clinical course is the first of a series of courses that focuses on the acquisition and application of the theoretical basis for safe, evidence-based, patient-centered nursing care for the patient undergoing various medical/surgical interventions. This course focuses on care that is developmentally and culturally appropriate and emphasizes the nurse's skill as care giver and communicator. The theoretical content incorporates critical thinking, quality improvement, collaboration, and information technology as they relate to the care of diverse patients in both acute care and home environments. It integrates standards of practice, and legal and ethical responsibilities of the professional nurse when caring for patients undergoing medication/surgical interventions.

NU 305 - Adult Health II **6 semester hours**
Prerequisites: **NU303, BI303.** This theory/clinical course is the second of a series of courses and presents additional medical/surgical concepts. The course focuses on the acquisition and application of the theoretical basis for safe, evidence-based, patient-centered nursing care for the patient undergoing medical/surgical interventions. The course focuses on care that is developmentally and culturally appropriate and emphasizes the nurse's skill as care giver and communicator. The theoretical content incorporates critical thinking, quality improvement, collaboration, and information technology as they relate to the care of diverse patients with both acute and chronic conditions in a variety of settings. It integrates standards of practice, and legal and ethical responsibilities of the professional nurse when caring for patients undergoing medication/surgical interventions.

NU 307 - Child Health **6 semester hours**
Prerequisites: NU305, BI304**.** This theory/clinical course focuses on the acquisition and application of nursing theory and critical thinking skills necessary for safe, quality, child/family centered nursing care that is developmentally and culturally appropriate. Provides care for diverse children and families in a variety of healthcare settings. The focus is on care that is

developmentally and culturally appropriate. The theoretical content includes the professional standards, and legal and ethical responsibilities of the professional nurse when interacting with children and families.

NU 395 - Developmental Survey I 3 semester hours
This course is required for all students who are out of sequence in the nursing program. It is designed to ensure that the enrolled student is competent in all aspects of junior level theory and clinical practice. It is a review course that enhances students' knowledge of didactic theory and clinical practice related to the content covered in the beginning and junior level curriculum. It is an individualized and self-directed course with guidance from the faculty. An individual student plan (ISP) is developed as an assessment of student's areas of strength and areas of needed improvement. Credit hours are based on the ISP. Several methods of evaluation are used to assess student mastery of content covered in the class and clinical setting.

NU 395 - Developmental Survey I (RN-BSN) 9 semester hours
This course is for registered nurses. It provides the opportunity to ensure that the student is competent in all aspects of junior theory and practice. It enhances students' knowledge of didactic theory and clinical practice related to content covered in the beginning and junior level curriculum. It is an individualized and self-directed course with guidance from the faculty. The student will develop a portfolio that reflects specific criteria necessary to support the competency and abilities of the student. The portfolio will be submitted to faculty for review.

NU 403 - Psychiatric-Mental Health 6 semester hours
Prerequisites: NU307. This theory/clinical course focuses on the acquisition and application of nursing theory and critical thinking skills necessary for safe, patient/family centered nursing care that is developmentally and culturally appropriate. Provides care for the enhancement of mental health, prevention of mental illness, and care of patients, families and groups with mental health disorders. The theoretical concepts focus on individuals, families, and groups of a diverse population. It includes the professional standards and legal and ethical responsibilities of the professional nurse when interacting with patients, families, and groups with mental health issues.

NU 405 - Community Health 6 semester hours
Prerequisites: NU307. This theory/clinical course provides the acquisition and application of nursing theory and critical thinking skills necessary for enhancement of the health of individuals, families, and aggregates or populations in community settings that is developmentally and culturally appropriate. The theoretical framework incorporates the concept of the community as patient (client). The course emphasizes collaboration with the interdisciplinary team to provide care to diverse populations in a variety of community settings. It focuses on the integration of standards of practice and legal and ethical responsibilities of the professional nurse when functioning in the community.

NU 405 - Community Health (RN-BSN) 6 semester hours
Prerequisites: Acceptance into the RN-BSN Nursing Program. This theory/clinical course provides the acquisition and application of nursing theory and critical thinking skills necessary for enhancement of the health of individuals, families, and aggregates or populations in

community settings that is developmentally and culturally appropriate. The theoretical framework incorporates the concept of the community as patient (client). The course emphasizes collaboration with the interdisciplinary team to provide care to diverse populations in a variety of community settings. It focuses on the integration of standards of practice and legal and ethical responsibilities of the professional nurse when functioning in the community.

NU 406 - Nursing Research 3 semester hours
Prerequisites: NU307. This course provides exploration of evidence-based nursing practice and its importance to the professional nurse. Basic research theory, principles, and methodologies are covered as they relate to the nurse's role in identification of practice issues, appraisal and integration of evidence, evaluation of patient outcomes, and sharing best practices with the interprofessional health care team.

NU 406 - Nursing Research (RN-BSN) 3 semester hours
Prerequisites: Acceptance into the RN-BSN Nursing Program. This three credit course is a continuation of Nursing Concepts & Evidence-Based Practice. The course builds on the exploration of evidence-based nursing practice and its importance to the professional nurse. Basic research theory, principles, and methodologies are covered as they relate to the nurse's role in identification of practice issues, appraisal and integration of evidence, evaluation of patient outcomes, and sharing best practices. The student will have completed an evidence-based research paper/project that will be presented in Nursing Seminar.

NU 407 - Adult Health III 6 semester hours
Prerequisites: NU305. This theory/clinical course is the third of a series of courses covering care of the adult patient. The course focuses on the acquisition and application of advanced concepts for safe, evidence-based, patient-centered nursing care for the acutely ill patient experiencing complex, multiple systems disorders encountered in the acute and critical care settings. It focuses on care that is developmentally and culturally appropriate and emphasizes the nurse's skill as care giver and communicator. The theoretical concepts incorporate critical thinking, quality improvement, collaboration, and information technology as they relate to care of diverse patients with complex conditions in a variety of settings. The course integrates standards of practice, and legal and ethical responsibilities of the professional nurse when caring for patients undergoing medication/surgical interventions.

NU 433 - Leadership & Management 3 semester hours
Prerequisites: NU403, NU405, NU406, NU449. This theory course provides the basis for the processes used in the nursing leadership role in a variety of healthcare settings for the purpose of providing and improving patient care that is developmentally and culturally appropriate. This course focuses on healthcare systems, organizational designs and governance, quality improvement, cost-effective care, change theory, conflict resolution, delegation, and the role of the professional nurse as leader.

NU 433 - Leadership & Management (RN-BSN) 3 semester hours
Prerequisites: Acceptance into the RN-BSN Nursing Program. This theory course provides the basis for the processes used in the nursing leadership role in a variety of healthcare settings for the purpose of providing and improving patient care that is developmentally and culturally appropriate. This course focuses on healthcare systems, organizational designs and governance, quality improvement, cost-effective care, change theory, conflict resolution, delegation, and the role of the professional nurse as leader.

NU 449 - Comprehensive Review I 1 semester hour
Prerequisites: NU303, NU305, NU307. This is the first of two comprehensive review courses that provide an integration and synthesis of all concepts, content, and nursing skills taught in the previous nursing courses looking at more complex patient situations and nursing care. This course enables the individual student to recognize areas that need enhancement prior to entering professional practice. The course includes a review of select content for the NCLEX-RN® and strategies for success.

NU 450 - Comprehensive Review II 1 semester hour
Prerequisites: NU449. This is the second comprehensive review course and is a continuation of Nursing 449. The course provides an integration and synthesis of all concepts, content, and nursing skills taught in the previous nursing courses looking at more complex patient situations and nursing care. This course enables the individual student to recognize areas that need enhancement prior to entering professional practice. The course Includes a review for NCLEX-RN® and strategies for success. Successful completion of the course requires passing the comprehensive exit exam.

NU 495 - Developmental Survey II 3 semester hours
This course is required for all students who are out of sequence in the nursing program. It is designed to ensure that the enrolled student is competent in all aspects of senior level theory and clinical practice. It is a review course that enhances the students' knowledge of didactic theory and clinical practice related to content covered in the senior level curriculum. It is an individualized and self-directed course with guidance from the faculty. An individual student plan (ISP) is developed as an assessment of the student’s areas of strength and areas of needed improvement. Credit hours are based on the ISP. Several methods of evaluation are used to assess student mastery of content covered in the class and clinical setting.

NU 495 - Developmental Survey II (RN-BSN) 8 semester hours
This course is required for all students who are in the RN-BSN nursing program. It is designed to ensure that the enrolled student is competent in all aspects of the senior level theory and clinical practice. It is a review course that enhances the students' knowledge of didactic theory and clinical practice related to content covered in the senior level curriculum. It is an individualized and self-directed course with guidance from the faculty. Several methods of evaluation are used to assess student mastery of content covered in the class and clinical settings. An individualized written plan and professional direction will complete the evidence-based portfolio.

NU 499 - Nursing Seminar (RN-BSN) 3 semester hours

This seminar course focuses on the analysis, synthesis, and evaluation of nursing knowledge relating to quality patient outcomes of individuals and families across the lifespan, groups, and communities. It integrates current issues and trends that relate to all levels of the healthcare system. The course includes presentation and discussion of student research conducted in Nursing 406. A major component of the course is a focus on issues related to the student's nurse transition to the role of professional nurse.

NU 499 - Seminar in Nursing 3 semester hours

Prerequisites: NU406 and Acceptance into the RN-BSN Nursing Program. This seminar course focuses on the analysis, synthesis, and evaluation of nursing knowledge relating to quality patient outcomes of individuals and families across the lifespan, groups, and communities. It integrates current issues and trends that relate to all levels of the healthcare system. This course includes presentation and discussion of student research conducted in Nursing 406.

Science Building

SCHOOL OF SCIENCE, ENGINEERING, AND MATHEMATICS

The School of Science, Engineering and Mathematics (SSEM) offers majors which provide professional and pre-professional training to undergraduate students in the natural sciences, engineering and mathematics, which facilitate entrance into the job market or graduate and professional schools. The SSEM endeavors to provide its undergraduate students with research opportunities in modern fields as well as opportunities to use their skills in service to the community**.**

The SSEM also provides service and support courses for the fulfillment of the science and mathematics requirements of the General Education Program.

OBJECTIVES:

1. To provide specialized training for students in the Science, Technology, Engineering and Mathematics (STEM) fields.
2. To produce graduates who are prepared for entrance into graduate and professional schools or STEM related careers.
3. To produce graduates with the ability to impart discipline-specific knowledge.
4. To produce graduates with the ability to utilize current technology to address STEM related issues.
5. To produce graduates with experience in STEM research.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO):

1. Students will demonstrate critical thinking skills when addressing STEM-related problems.
2. Students will apply STEM knowledge, skills and methods to address real world problems.
3. Students will demonstrate knowledge of complex systems in their respective areas of study.
4. Students will engage in STEM projects that represent a value-centered, ethical approach to issues that impact diverse global cultures.

OFFERINGS

1. Degree of Bachelor of Science in the following areas:
   Biology
   Chemistry

Computer Engineering
Computer Information Systems
Computer Science
Integrated Environmental Science
Mathematics

2. Minors in the following areas in conjunction with the Bachelor of Science degree:
   Biology
   Chemistry
   Computer Information Systems
   Computer Science
   Integrated Environmental Sciences
   Mathematics
   Physics

3. Pre-professional training in the following areas in conjunction with a bachelor's degree:
   Pre-Chiropractic
   Pre-Dentistry
   Pre-Engineering
   Pre-Medicine
   Pre-Optometry
   Pre-Pharmacy
   Pre-Veterinary Medicine

ADMISSION REQUIREMENTS

Completion of requirements for General Education as identified in the undergraduate catalog. A cumulative grade point average of 2.0.

GENERAL REQUIREMENTS

The requirements and objectives, which are discussed in this section, apply to the school as a whole. Departmental requirements are given with the major area offerings.

The following courses or their equivalents are required of all science and mathematics majors (specific exceptions are listed under each major):

- BI 141 General Biology I and Lab 4 hours
- BI 142 General Biology II and Lab 4 hours
- CH 141General Chemistry I and Lab 4 hours
- CH 142 General Chemistry II and Lab 4 hours
- ES 110 Freshman Seminar I 1 hour

- ES 111 Freshman Seminar II 1 hour
- MAT 135 Pre-Calculus 3 hours
- MAT 136 Analytic Trigonometry 3 hours
- MAT 241 Calculus w/Anal. Geom. I and Lab 4 hours
- MAT 241 Calculus w/Anal. Geom. II and Lab 4 hours
- PH 251 College Physics I and Lab 4 hours
- PH 252 College Physics II and Lab 4 hours

The science and mathematics courses may be waived when other courses within those subjects are required for the major. Science and mathematics majors may substitute MA 241 for MA 135 and MA 136, provided they score within the range required on the mathematics placement examination. All science and mathematics majors must elect either French or German (Spanish, by special permission) to satisfy the foreign language requirement. The foreign language requirement and BI 142 may be waived for computer engineering majors. BI 142 may be waived for chemistry majors. BI 142, CH 141, and CH 142 are recommended electives for computer science and computer information systems majors.

No student is permitted to continue as a SSEM major with a cumulative grade point average below 2.0 for all courses taken in the School of Science, Engineering, and Mathematics. Additionally, for course credit toward graduation in a student's major area, the student must earn at least a "C" grade. Before graduation, each student must pass an exit examination covering the major subject areas of their major and complete a senior level research paper.

DEPARTMENT OF BIOLOGY

The Department of Biology offers degree programs leading to the Bachelor of Science in Biology. The department also offers a minor in biology, and pre-professional training for entry into schools of medicine, dentistry, veterinary science, chiropractic, and pharmacy. For more information about the minor or pre-professional training see the Department Chair.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in Biology, students will:

1) Demonstrate an understanding of the fundamental concepts of the Biological Sciences.
2) Exhibit effective oral and written communication of Biological Concepts.
3) Demonstrate the ability to critically analyze Biological processes.
4) Develop ability to work effectively in collaboration with others.

Bachelor of Science in Biology

The Bachelor of Science in biology is designed for students who are interested in careers which require an extensive background in biology. Upon completion of the Bachelor of Science degree, the student will have met the minimum Major Requirements for admission to graduate and professional schools. Students planning to enter graduate school are encouraged to participate in one of the ongoing research projects in the School of Science, Engineering, and Mathematics.

Admission to the Program

Admission to the program is through formal declaration of major and successful completion of BI 141 and BI 142.

Major Requirements

A student must earn a grade of "C" or better in all required and elective courses in biology that are designated general education courses and CH 141-142. If a grade of “C” or better is not attained after two attempts, the student can be dropped from the major.

All biology majors are required to take and pass a comprehensive examination in biology at the end of the first semester of the senior year. The examination will cover the major subject areas from courses taken previously.

Course Requirements

Refer to the vertical curriculum for additional course requirements.

2012-2013 **School of Science, Engineering, and Mathematics**

Bethune-Cookman University

Biology: Total Semester Hours=126

Freshman Year

First Semester			Second Semester		
EN 131	**College English I***	**3**	**EN 132**	**College English II**	**3**
RE 131	**Cultural Literacy**	**3**	**MAT 136**	**Analytical Trigonometry**	**3**
MAT 135	**Pre Calculus***	**3**	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**	**BI 141**	**General Biology I**	**3**
CH 141	General Chemistry I	3	**BIL 141**	**General Biology I Lab**	**1**
CHL 141	General Chemistry I Lab	1	CH 142	General Chemistry II	3
PE ____	**Physical Ed. Activity****	**1**	CHL 142	General Chemistry II Lab	1
	Total	**15**		**Total**	**15**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	BI 240	General Biology III	3
BI 142	General Biology II	3	BIL 240	General Biology Lab III	1
BIL 142	General Biology II Lab	1	**HU ____**	**Humanities*****	**3**
HI 130	**African American History**	**3**	CH 242	Organic Chemistry II	4
MAT 241	Calculus I	3	CHL 242	Organic Chemistry II Lab	0
MATL 241	Calculus I Lab	1	**ML 131**	**Modern Language**	**3**
CH 241	Organic Chemistry I	4	BI 244	Microbiology	4
CHL 241	Organic Chemistry I Lab	0	BIL 244	Microbiology Lab	0
	Total	**18**		**Total**	**18**

Junior Year

First Semester			Second Semester		
BI 241	General Zoology	4	PH 242	General Physics II	4
BIL 241	General Zoology Lab	0	PHL 242	General Physics II Lab	0
CH 445	Biochemistry I	4	BI 332	Botany II	3
CHL 445	Biochemistry I Lab	0	BIL 332	Botany II Lab	0
BI 331	Botany I	3	RP ____	RP Elective (200-300 Level)	3
BIL 331	Botany I Lab	0	BI 346	Vertebrate Embryology	4
PH 241	General Physics I	4	BIL 346	Vertebrate Embryology Lab	0
PHL 241	General Physics I Lab	0	MAT 260	Practical Statistics	3
	Total	**15**		**Total**	**17**

Senior Year

First Semester			Second Semester		
PS 231	Gen. Psychology	3	BI 412	Seminar in Biology	1
BI 447	Genetics	4	BI 450	Cell Biology	4
BIL 447	Genetics Lab	0	BIL 450	Cell Biology Lab	0
BI 340	Molecular Biology	4	BI 499	Senior Seminar	3
BIL 340	Molecular Biology Lab	0	BI ____	Biology Elective	4
BI 345	Comparative Vertebrate Anatomy	4			
BIL 345	Comparative Vertebrate Anatomy Lab	0			
BI 411	Seminar in Biology	1			
GRAD 450	University Graduation - UG	0			
	Total	**16**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
***Based on your placement testing scores, these courses may require prerequisites which may extend the number of semesters needed to complete degree requirements. These prerequisites do not count towards the Biology degree for graduation.**
*****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
*****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR BIOLOGY

BI 131 - General Biology (General Education Requirement) 3 semester hours
Co-requisite: BIL 131. A general course for the non-science major that stresses the basic principles of life, including cell biology, genetics, cancer, and AIDS as unifying integrative concepts. Special attention is devoted to the study of human structure and function. Lectures two hours and laboratory two hours per week.

BI 141 - General Biology I (For Science Majors) 3 semester hours
Co-requisite: BIL 141. First of a two-course sequence. Course is designed to provide the basis for major work in the field. These courses offer an in-depth overview of the primary principles of cellular, molecular, and organismal biology. Required of all science, science education, nursing, allied health, and mathematics majors and minors.

BIL 141 - General Biology Laboratory 1 semester hour
Co-requisite: BI 141. Laboratory experiments and demonstrations related to material presented in BI 141. Laboratory requirement is three hours per week.

BI 142 - General Biology II (For Science Majors) 3 semester hours
Pre-requisite: BI 141. Co-requisite: BIL 142. Second course of a two-course sequence, designed to provide the basis for major work in the field. The course continues the in-depth overview of the primary principles of cellular, molecular, and organismal biology with emphasis on genetics and evolution. Required of all biology, and biology education majors.

BIL 142 - General Biology Laboratory 1 semester hour
Co-requisite: BI 142. Laboratory experiments and demonstrations related to material presented in BI 142. . Laboratory requirement is three hours per week.

BI 150 - General Biology, Honors 3 semester hours
Co-requisite: BIL 151. A course that is designed specifically for honors students who are not science majors. The goal of this course is to introduce modern biological principles and to evaluate their impact on society and humans in general. The contents are flexible enough to introduce new ideas and discussions during the span of the course. Lecture, 2 hours and laboratory, 2 hours.

BI 235 - Anatomy and Physiology 4 semester hours
Prerequisites: BI 141 and 142, CH 141. Co-requisites: BIL 235. A lecture/laboratory study of the structure and function of the human body. It includes a study of cells, tissues, the skeletal system, the muscular system, the nervous system, and the special senses. Anatomy and physiology is presented as one integrated subject with laboratory exercises and demonstrations related to material presented. Lecture three hours and laboratory 3 hours per week.

BI 236- Anatomy and Physiology 4 semester hours
Prerequisites: BI 141 and 142, CH 141, BI 235. Co-requisites: BIL 236. A lecture/laboratory study of blood, interstitial tissue and the lymph system as well as the structure and function of the circulatory, respiratory, digestive, excretory, reproductive, and endocrine systems. Some attention to pathology is included. Anatomy and physiology is presented as one integrated

subject with laboratory exercises and demonstrations related to material presented. Lecture three hours and laboratory 3 hours per week.

BI 240 - General Biology III **4 semester hours**

Prerequisites: BI 141, BIL 141, BI 142, BIL 142, CH 141, CHL 141. Lecture/laboratory course is the third of a three course sequence for science majors. The course continues the in-depth overview of the primary principals of molecular, cellular, and organismal biology with emphasis on phylogeny, animal and plant diversity and an introduction to ecology and the biosphere. Lecture 3 hours, laboratory 3 hours per week.

BI 241 - General Zoology I **4 semester hours**

Prerequisites: BI 141 and 142.Co-requisite: BIL 241. Introduction to the principles of biology with special reference to structure, body functions, natural history, classification, and evolution of the invertebrate animals. A lecture/laboratory course. Lecture 3 hours, laboratory 3 hours per week.

BI 242 - General Zoology II **4 semester hours**

Prerequisite: BI 241.Co-requisite: BIL 242. An introduction to vertebrate zoology. Structure, body functions, natural history, classification and evolution of the vertebrate animals will be covered. Lecture 3 hours, laboratory 3 hours per week.

BI 244 - Microbiology **4 semester hours**

Prerequisites: BI 142, CH 141, or approval of the instructor. Co-requisite: BIL 244
A study of morphology, physiology, nutrition and growth of microbes, including taxonomy and practical identification of the major microbial groups. Other topics to be discussed include immunology and the role of microorganisms in public health, industrial processes, and the cycle of nature. Laboratory practice includes use of the microscope, aseptic technique, media preparation, and microbiological experimentation. Lecture 3 hours, laboratory 3 hours per week.

BI 303-304 - Pathophysiology **3 semester hours**

Prerequisites: BI 235 and 236.A two-course sequence designed to provide a comprehensive presentation of the underlying principles common to all disease processes. The course will examine the changes that occur in the disease state of cells, tissues and organs, compared to their normal functions.

BI 330 - Bioinformatics **3 semester hours**

Prerequisites BI 141 and BI 142, MAT 135, CS 132 or 133 or demonstration of equivalent computer literacy. The student must know how to use computers running either Windows or UNIX, and how to access and use the Internet for searching and research. Acceptable computer competency is subject to instructor approval. This junior level course is designed to teach the principles of data types, data storage, data mining and their applications to computational biology and the flow of bio-information as envisioned in the Central Dogma of molecular biology.

BI 331 - Botany I **3 semester hours**
Prerequisites: BI 141, 142, CH 141, CH 142 or approval of the instructor. Co-requisite: BIL 331L. Study of nonvascular and vascular plants with emphasis on their structure, reproduction and phylogenetic relationships. A lecture/laboratory course. Lecture 2 hours, laboratory 2 hours per week.

BI 332 - Botany II **3 semester hours**
Prerequisite: BI 331 and CH 241 or approval of the instructor. Co-requisite: BIL 332L. A study of vascular plants with emphasis on their structure, physiology, development, reproduction and environment relationships. It includes identification of vascular plants. Emphasis will be given to plant Physiology/Biochemistry. Lecture 2 hours, laboratory 2 hours per week.

BI 340 - Molecular Biology **4 semester hours**
Prerequisites: BI 241, 244, CH 241 or approval of instructor. Co-requisite: BIL 340L. A lecture/laboratory course, topics include a survey of the structure, chemistry and function of proteins and nucleic acids; enzyme kinetics and mechanisms of catalysis; regulation of gene expression at the level of DNA, RNA and protein synthesis in both prokaryotic and eukaryotic organisms. Lecture 3 hours, laboratory 3 hours per week.

BI 345 - Comparative Vertebrate Anatomy **4 semester hours**
Prerequisite: BI 241-242 or approval of the instructor. Co-requisite: BIL 345L.A comparative study of the structure and evolution of organ systems in the different vertebrate groups. Representative forms are studied in the laboratory. Lecture 3 hours, laboratory 3 hours per week.

BI 346 - Vertebrate Embryology **4 semester hours**
Prerequisites: BI 141-142, CH 241 or approval of the instructor. Co-requisite: BIL 346L.
A study of the development of the vertebrate body from the maturation of the germ cell through the appearance of the organ systems; laboratory studies of the frog, chick and the pig embryos. Lecture 3 hours, laboratory 3 hours per week.

BI 360 - Special Methods in Biology **3 semester hours**
Methods of Instructional Planning, Teaching, Classroom Evaluation, and Professional Laboratory.

BI 410 - Topics in Biological Science **3-6 semester hours**
Prerequisite: Approval of the instructor. Presentation of various topics from the biological sciences and selected laboratory exercises by faculty and guest lecturers. Topics are selected to facilitate development of strong biological science programs in secondary schools.

BI 411-412 - Seminar in Biology **1-3 semester hours**
Prerequisite: Approval of instructor. Student presentations and discussion on special topics in biology. Theme varies from year to year in areas such as developmental biology, cell biology, animal physiology, genetics and biochemistry.

BI 437 - General Ecology **4 semester hours**
Prerequisites: BI 141 and 142, CH 242 or approval of the instructor. Co-requisite: BIL 437L. A lecture/laboratory/field study of the basic principles of ecology with emphasis on man and his interaction with the environment. Special attention will be given to environmentally related health problems. Lecture 3 hours, laboratory 3 hours per week.

BI 440 - Research **3-6 semester hours**
Prerequisite: Approval of Department Chair/ Student success coach. Research on a departmentally approved topic or project conducted either in collaboration with university faculty or external mentor.

BI 446 - Animal Physiology **4 semester hours**
Prerequisites: BI 142, CH 242. Co-requisite: BIL 446L. A study of the fundamental physiological activities of living cells, the physicochemical properties of protoplasm, nutrition, osmoregulation, excretion and coordination in the major animal groups. Lecture 3 hours, laboratory 3 hours per week.

BI 447 - Genetics **4 semester hours**
Prerequisites: BI 142, CH 241 or approval of the instructor. Co-requisite: BIL 447L. A study of the basic principles of heredity and variation and their applications to plants and animals with emphasis on man. The fruit fly, Drosophila, is used in a series of experiments in the laboratory. Lecture 3 hours, laboratory 3 hours per week.

BI 449 - General Bacteriology **4 semester hours**
Prerequisites: BI 141, 142 and CH 242 or approval of the instructor. Co-requisite: BIL 449L. A study of bacteria and related microorganisms, their distribution, identification, classification, morphology, physiology, cultivation, pathology, methods of handling, and economic importance. Lecture, three hours, laboratory, three hours per week.

BI 450 - Cell Biology **4 semester hours**
Prerequisites: BI 142, 241; CH 241, or approval of instructor. Co-requisite: BIL 450L. Advanced survey of cell organelles, their composition, origin and the relationship between their structures and function. Recent literature and current developments in cell biology will be emphasized. Lecture 3 hours, laboratory 3 hours per week.

BI 499 - Senior Seminar **3 semester hours**
Pre-requisites: Senior status, permission of the student success coach. This course, which is required for all biology majors prior to graduation, will be used for the successful completion of a senior thesis and to introduce students to the general use of the computer and the Internet as a means of scientific information retrieval. The thesis requirement may be fulfilled through literature research of a topic of interest or data gathered through previous or current laboratory research. The student will be required to present and defend the senior thesis and pass a senior exit exam.

DEPARTMENT OF CHEMISTRY

The Department of Chemistry offers degree programs leading to the Bachelor of Science in Chemistry. The department also offers a minor in chemistry, and pre professional training for entry into schools of medicine, dentistry, veterinary science, chiropractic, optometry, and pharmacy. A minor in chemistry is also offered (see the Department Chair for additional information about the minor).

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following completion of the major in Chemistry students will demonstrate the following:

1. Knowledge of measurement and chemical calculations.
2. Knowledge of chemical nomenclature, bonding, stoichiometry, equations and reactions.
3. Knowledge of atomic structure, periodicity, molecular structure and chemical spectroscopy
4. Knowledge of solutions, gases and chemical equilibrium.
5. Knowledge of kinetics, thermodynamics, electrochemistry and radiation chemistry.
6. Knowledge of analytical techniques and applications
7. Knowledge of the stereochemistry, and chemistry of organic molecules
8. Knowledge of the structure- function relationship of bio-molecules
9. Knowledge of biochemical pathways, correlation of chemical processes of living system, and regulation.
10. Experience in investigative research.

Bachelor of Science in Chemistry

The Bachelor of Science in chemistry is designed for students who are interested in careers which require an extensive background in chemistry. Upon completion of the B.S. degree, the student will have met the minimum major requirements for admission to graduate schools or careers in the chemical industry. Students planning to enter graduate schools are encouraged to participate in one of the ongoing research projects in the School of Science, Engineering, and Mathematics.

Admission to the Program

Admission is through a formal declaration of major and completion of CH 241-242 with a grade of “C” or better.

Major Requirements

At least 46 semester hours of chemistry courses including the four attributed to the general education requirement with grades of C or better. Chemistry majors must take MAT 135 and MAT 136 to satisfy their mathematics general education requirement, BI 141 and BI 141L to satisfy their biology general education requirement and CH 141 and CH 141L. Students who plan to attend graduate school are required to take German or French as their foreign language requirement, while students planning to attend professional schools may substitute Spanish. Pre-

professional students who major in chemistry may substitute four hours of biology electives for their chemistry elective and should select all of their electives from BI 235, 241, 244, 340, 345, and 450. In addition, chemistry majors may substitute MAT 331, 335, or 337 for MAT 334.

All chemistry majors are required to take and pass a comprehensive examination in chemistry at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Course Requirements

Refer to the vertical curriculum on the next page for additional course requirements

2012-2013 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Chemistry: Total Semester Hours=124

Freshman Year

First Semester			Second Semester		
EN 131	**College English I***	**3**	**EN 132**	**College English II**	**3**
RE 131	**Cultural Literacy**	**3**	**MAT 136**	**Analytical Trigonometry**	**3**
MAT 135	**Pre-Calculus***	**3**	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**	**BI 141**	**General Biology I**	**3**
CH 141	General Chemistry I	3	**BIL 141**	**General Biology I Lab**	**1**
CHL 141	General Chemistry I Lab	1	CH 142	General Chemistry II	3
PE ____	**Physical Ed Activity****	**1**	CHL 142	General Chemistry II Lab	1
	Total	**15**		**Total**	**15**

Sophomore Year

First Semester			Second Semester		
CH 241	Organic Chemistry I	4	CH 242	Organic Chemistry II	4
CHL 241	Organic Chemistry I Lab	0	CHL 242	Organic Chemistry II Lab	0
MAT 241	Calculus I	3	MAT 242	Calculus II	3
MATL 241	Calculus I Lab	1	MATL 242	Calculus II Lab	1
BI 142	General Biology II	3	**HU 231-232**	**Humanities*****	**3**
BIL 142	General Biology II Lab	1	**HI 130**	**African American History**	**3**
RP ____	**RP Elective (200 or above)**	**3**	**SC 230**	**Intro/Oral Communication**	**3**
ML 131	**Modern Language**	**3**			
	Total	**18**		**Total**	**17**

Junior Year

First Semester			Second Semester		
CH 331	Physical Chemistry I	3	CH 332	Physical Chemistry II	3
CH 345	Quant Analysis	4	CH 346	Instrumental Analysis	4
CHL 345	Quant Analysis Lab	0	CHL 346	Instrumental Analysis Lab	0
PH 251	Physics I	4	PH 252	Physics II	4
PHL 251	Physics I Lab	0	PHL 252	Physics II Lab	0
ML 132	Modern Language	3	MAT 334	Differential Equations	3
	Total	**14**		**Total**	**14**

Senior Year

First Semester			Second Semester		
CH 499	Senior Seminar	2	CH 431	Advanced Chemistry Lab	3
CH 435	Inorganic Chemistry	3	CH ____	Elective	4
CH 445	Biochemistry I	4	GE ____	Elective	3
CHL 445	Biochemistry I Lab	0	CS ____	Elective	3
ML 231	Modern Language	3	____ ____	Free Elective	3
____ ____	Free Elective	3			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**16**

General Education Courses Are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
***Based on your placement testing scores, these courses may require prerequisites which may extend the number of semesters needed to complete degree requirements. These prerequisites do not count towards the Chemistry degree for graduation.**
*****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
******ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning***
*****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR CHEMISTRY

CH 131 - Introductory Chemistry 3 semester hours
Prerequisite: MAT 131 or consent of instructor . An introduction to the elementary principles of modern chemistry including scientific measurements, stoichiometry, atomic structure, equations, gas laws, solutions, and the more important elements and their compounds. A one semester non-laboratory course designed (1) for the non-science major and (2) as a preparatory course for majors in science and mathematics who have not had a rigorous high school chemistry course.

CH 141 - General Chemistry I 3 semester hours
Prerequisite: One year of high school chemistry or CH 131 and MAT 134. Co-requisite: CHL 141L. Fundamental laws and theories of chemistry; elementary quantum theory; atomic and molecular structure; stoichiometry; chemical bonding; properties of gases, liquids, and solids; calculations; properties of selected common elements and compounds; oxidation numbers; nomenclature.

CHL 141L - General Chemistry I Laboratory 1 semester hour
Co-requisite: CH 141. Laboratory experiments related to material presented in CH 141. Laboratory 3 hours per week.

CH 142 - General Chemistry II 3 semester hours
Pre-requisite: CH 141 and CH 141L Co-requisites: CH 142L and MAT 135. Continuing study of elements and compounds, chemical laws, solutions, electrolytes, acids, bases, salts; oxidation-reduction, equilibrium; solubility product, thermodynamics; electrochemistry, selected topics.

CHL 142L - General Chemistry II Laboratory 1 semester hour
Co-requisite: CH 142. Introduction to the theories and procedure of qualitative analysis; identification of selected cations. Laboratory 3 hours per week.

CH 238 - Principles of Research 3 Semester Hours
Prerequisite: CH 142.An introduction to various principles of research including use of scientific literature, statistical methods, legal aspects of research, sampling, scientific record keeping, principles of instrumentation, mathematical modeling, research report preparation, and laboratory safety.

CH 241 - Organic Chemistry I 4 semester hours
Pre-requisite: CH 142, CHL 142 Co-requisites: CHL 241L. A study of the structure, synthesis, mechanism of reaction and reactions of carbon compounds. Fundamental compound types are studied. Lecture 3 hours, laboratory 3 hours.

CH 242 - Organic Chemistry II 4 semester hours
Pre-requisite: CH 241, CHL 241. Co-requisite: CHL 242L. Structure and synthesis of organic molecules containing different functional groups and their reaction mechanisms, fundamental principles of various spectroscopic techniques and their applications for characterizing organic compounds, organic labs dealing with the preparation and extraction of various organic compounds. Lecture 3 hours, laboratory 3 hours.

CH 331 - Physical Chemistry I **3 Semester Hours**
Pre-requisites: MAT 242, CH 142 or permission of instructor. A study of the properties of gases, liquids, solids; theories of solutions, colloids, chemical equilibria, and phase diagrams; elementary thermodynamics, ionization, electrochemistry, atomic structure, nuclear chemistry; introduction to quantum theory.

CH 332 - Physical Chemistry II **3 Semester Hours**
Pre-requisite: CH 331. This course is a continuation of CH 331. A study of properties of gases, liquids, solids, theories of solutions, colloids, chemical equilibria, and phase diagrams; thermodynamics.

CH 345 - Quantitative Analysis **4 semester hours**
Pre-requisites: CH 142 or permission of instructor. A study of gravimetric and volumetric analysis, chemical calculations, theory of electrolytes, cells, activity. Lecture 2 hours, laboratory 6 hours.

CH 346 - Instrumental Analysis **4 semester hours**
Pre-requisite: CH 242, CH 345 or permission of instructor. A unified approach to the use of chemical instrumentation and techniques for the study of physical, organic, analytical and inorganic chemistry problems. Techniques used include potentiometry, voltametry, conductimetry, chromatography, ion exchange, and absorption and emission of radiation. Lecture 2 hours, laboratory 6 hours.

CH 431 - Advanced Chemistry Laboratory **3 semester hours**
Pre-requisite: CH 346 or consent of instructor. A continuation of CH 346 emphasizing the use of combinations of techniques for the solution of chemical problems. Lecture 2 hours, laboratory 6 hours.

CH 433 - Advanced Chemistry **4 semester hours**
Pre-requisites: CH 242, CH 332, and CH 345 or permission of instructor Study of advanced topics in chemistry; modern theories of structure and interpretation of reactions.

CH 434 - Advanced Analytical Chemistry **4 semester hours**
Prerequisites: CH 242, CH 332, and CH 345 or permission of instructor. Continuing study of advanced topics in chemistry; modern theories of structure and interpretation of reactions.

CH 435 - Inorganic Chemistry **3 semester hours**
Prerequisite: CH 142 and CH 345. Study of periodicity in the chemistry of elements; descriptive inorganic chemistry; synthesis of inorganic compounds.

CH 445 - Biochemistry I **4 semester hours**
Prerequisites: CH 242 and BI 141**.** Study of the chemical approach to living systems and the common biological processes. Lecture 3 hours; laboratory, 3 hours.

CH 446 - Biochemistry II **4 semester hours**
Prerequisites: CH 445. A continuation of CH 445, including the study of the biochemical approach to living systems, various metabolic pathways, and correlation of these chemical processes in living systems and their regulation. Lecture 3 hours, laboratory 3 hours.

CH 491-492 - Individual Research **3-6 semester hours**
Prerequisite: CH 346. A program in which students with advanced standing may do undergraduate research in the form of supervised work on an experimental or theoretical project of specific interest to the students.

CH 499Senior Seminar **1-3 semester hours**
Prerequisite: CH 332 and CH 346.Discussion of articles from the current literature and reports on current research. Written and oral reports are required.

DEPARTMENT OF COMPUTER SCIENCE AND ENGINEERING

The Department of Computer Science and Engineering offers degree programs leading to the Bachelor of Science in Computer Science, the Bachelor of Science in Computer Engineering, and the Bachelor of Science in Computer Information Systems. The department also offers a sequence of courses leading to a minor in each of the degree areas. Students majoring in mathematics with a minor in engineering are eligible for the 3+2 program which places graduates in engineering programs with an advanced standing at partner universities. For additional information on these programs and minors see the Department Chair.

Bachelor of Science in Computer Science

The major in Computer Science is designed for students interested in pursuing advanced studies in computer science and professional careers in the theoretical and technical side of computer-oriented information technology.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in computer science, students will demonstrate:

1. An ability to apply knowledge of computing and mathematics appropriate to the discipline.
2. An ability to analyze a problem, and identify and define the computing requirements appropriate to its solution.
3. An ability to design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs.

4. An ability to function effectively on teams to accomplish a common goal.
5. An understanding of professional, ethical, legal, security and social issues and responsibilities.
6. An ability to communicate effectively with a range of audiences
7. An ability to analyze the local and global impact of computing on individuals, organizations, and society.
8. Recognition of the need for and ability to engage in continuing professional development.
9. An ability to use current techniques, skills, and tools necessary for computing practice.
10. An ability to apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the tradeoffs involved in design choices.
11. An ability to apply design and development principles in the construction of software systems of varying complexity.

Admission to the Program

Admission is through a formal declaration of major. A student is admitted to the upper division computer science major after successful completion of CS 230 and CS 231 and completion of the general education program.

Major Requirements

At least 45 semester hours of computer science course work with a grade of C or better. Computer Science majors are required to pass EN 250 Technical Communication as a general education requirement of the Department of Computer Science.

All computer science majors are required to take and pass a comprehensive examination in computer science at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Minor in Computer Science

Requires a minimum of 18 semester hours of computer science (CS) or computer information systems (CIS) courses numbered at the 200 level or higher. The course work must include:

- at least one 400 level computer science course, and
  CS 230 - Computer Programming I
- CS 231 - Computer Programming II
- CS 330 - Databases
- CS 333 - Data Structures

Course Requirements: Refer to the Computer Science vertical curriculum for additional course requirements.

2012-2013 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Science: Total Semester Hours=123

Freshman Year

First Semester			Second Semester		
EN 131	**College English I***	**3**	**EN 132**	**College English II**	**3**
MAT 135	**Pre-Calculus ***	**3**	**MAT 136**	**Analytical Trigonometry**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
CS 135	Intro to Scientific Computing	3	**BI 141**	**General Biology I**	**3**
RE 131	**Cultural Literacy**	**3**	**BIL 141**	**General Biology I Lab**	**1**
HI 130	**Afro-American History**	**3**	**PE ____**	**Physical Education Activity****	1
			____ ____	Free Elective	3
	Total	**16**		**Total**	**15**

Sophomore Year

First Semester			Second Semester		
CS 230	Programming I	3	CS 231	Programming II	3
CSL 230	Programming I Lab	1	CSL 231	Programming II Lab	1
MAT 241	Calculus I	3	MAT 242	Calculus II	3
MATL 241	Calculus I Lab	1	MATL 242	Calculus II Lab	1
HU 231-233	**Humanities*****	**3**	**SC 230**	**Intro Effective Oral Communications**	3
ML 131	**French, German or Spanish**	**3**	**RP 239**	**Logic**	3
BL 211	Business Leadership I	1	**ML 132**	**French, German or Spanish**	**3**
	Total	**15**		**Total**	**17**

Junior Year

First Semester			Second Semester		
EN 250	Technical Communication	3	PH 252	Physics II	3
PH 251	Physics I	3	PHL 252	Physics II Lab	1
PHL 251	Physics I Lab	1	CS 330	Databases	3
CS 332	Computer Organization	3	____ ____	CS, CIS, CH or MA elective	3
CS 333	Data Structures	3	____ ____	Free Elective	3
____ ____	CS, CIS, CH or MA elective	3			
	Total	**16**		**Total**	**13**

Senior Year

First Semester			Second Semester		
CS 335	Discrete Structures	3	CS 433	Operating Systems	3
CS 437	Digital Circuits	3	CS 436	Computability	3
CS 437	Digital Circuits Lab	1	CS 438	Computer Architecture	3
CS 499	Senior Seminar	3	____ ____	CS, CIS Elective (300 or 400 level)	3
____ ____	CS, CIS Elective (300 or 400 level)	3	____ ____	Free Elective	3
____ ____	Free Elective	3			
GRAD 450	University Graduation - UG	0			
	Total	**16**		**Total**	**15**

General Education Courses Are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
***Based on your placement testing scores, these courses may require prerequisites which may extend the number of semesters needed to complete degree requirements. These prerequisites do not count towards the Computer Science degree for graduation.**
*****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
*****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
*****ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

Most CS and CIS courses are taught only in the semesters shown. Only CS 132 is taught during the summer semester. No upper level courses are taught in the summer. General Education requirements are listed in the Catalog. Additional requirements are listed in the catalog under the School of Science and Mathematics and under the Department of Computer Information Systems.
CS majors must: earn grades of C or better in all CS and CIS courses; and pass the CS Senior Comprehensive Exam during their senior year. Additional requirements may be listed in the catalog.
Summary of Electives
CS and CIS Electives for CS and CIS majors must be at the 300 or 400 level
CS, CIS, CH or MAT Electives are any CS or CIS at the 300 or 400 level, any MAT course higher than Calculus II, or CH 141 or higher chemistry course
Free Elective means that you can take any course you want as long as you meet the course prerequisites. Students meet with success coahs to determine free electives that support their professional goals.

COURSE DESCRIPTIONS FOR COMPUTER SCIENCE

CS 132 - Computer Applications 3 semester hours
This is an Introduction to computers and a brief survey of modern computer hardware and software. The primary focus of the course is on practical applications of computers, including word processing, spreadsheets, and presentation software. Not for CS major.

CS 215 – Fundamentals of Scientific Computing 3 semester hours
This is an introductory computer course for science majors to help students understand the computing technologies they used every day and to develop the computational thinking and proficiency necessary for science disciplines. Microsoft Office is used with emphasis on Excel features, including built-in functions, Solver, and Data Analysis Toolpak. MATLAB is used to implement simple algorithms. Fundamental concepts of computing are also introduced to explain how computers work, what they can do, and how they can be used effectively,

CS 135 - Introduction to Scientific Computing 3 semester hours
This course takes an interdisciplinary approach to classroom assignments, emphasizing multidisciplinary team projects to introduce a variety of computational tools. Students will participate in projects requiring a scientific approach to problem solving, analytical thinking, data collection and analysis, result write-up, and public presentation. The course is designed for freshman science majors.

CS 230 - Computer Programming I 3 semester hours
Pre-requisite: CS 135 or equivalent. Co-requisite: CSL 230L. This course introduces fundamental programming concepts and techniques. It is designed for students who plan to use computer programming in their studies and careers. Elements of object-oriented design and programming are introduced. Topics covered include control structures, arrays, functions, and structured program design. This course requires students to co-register for a programming lab, CSL 230 that gives extra hands-on practice with guided supervision. Students will develop working programs with checkpoints for each development phase.

CSL 230L - Computer Programming I Laboratory 1 semester hour
Co-requisite: CS 230Laboratory activities relating to the software development process and programming concepts covered in CS 230.

CS 231 - Computer Programming II 3 semester hours
Pre-requisite: CS 230. Co-requisite: CSL 231L . This course is a continuation of CS 230. Topics covered include: recursion, file-based I/O, classes, packages, method overloading, inheritance, polymorphism, abstract classes, interfaces and exceptions. This course requires students to co-register for a programming lab, CSL 231. The lab provides students with hands-on practice developing programs implementing the programming constructs.

CSL 231L - Computer Programming II Laboratory 1 semester hour
Co-requisite: CS 231 Laboratory activities relating to the software development process and programming concepts covered in CS 231.

CS 330 - Databases **3 semester hours**
Pre-requisite: CS 230 or CIS 331. This course examines the underlying concepts and theory of database management systems. Topics include database system architectures, data models, structured query languages, conceptual and logical database design, and physical organization. The entity-relationship model and relational model are investigated in detail; object-oriented databases are introduced. Integrity constraints, dependencies, and normalization are studied as a basis for formal design. An introduction to transaction management, concurrency control, distributed and Web databases and database recovery are presented.

CS 331 - Mobile Applications Development **3 semester hours**
Pre-requisites: CS 231. This course introduces mobile application developments to Junior/Senior computer science and computer engineering students. The course covers operating systems, programming languages, and tools. At the end of the course, students would be able to develop applications/games for a variety of mobile devices.

CS 332 - Computer Organization and Assembly Language **3 semester hours**
Pre-requisite: CS 231**.** Introduction to computer architecture, organization, and assembly language. Includes: addressing techniques, input/output processing, interrupt handling, and the implementation of data structures including characters and strings, number systems and formats.

CS 333 - Data Structures **3 semester hours**
Pre-requisite: CS 231. This course covers the design and implementation of data structures including generics and collections, lists, stacks, queues, trees, and graphs. Other topics include efficiency of algorithms, sorting, searching, and hashing. Course work involves both written homework and programming assignments.

CS 334 - Object Oriented Design **3 semester hours**
Pre-requisite: CS 231. Topics include classes, operator overloading, inheritance, virtual functions and polymorphism, templates, file processing, and the use of UML. The course emphasizes a modern approach to software development. Students will be assigned to programming teams for assignments. The course has a term project requiring team programming.

CS 335 - Discrete Structures **3 semester hours**
Pre-requisites: CS 230 AND MAT 241. An introduction to the theory of computation: review of combinatorics, introduction to analysis of algorithms, graphs, computability, finite-state machines, and a brief introduction to complexity theory.

CS 336 - Software Engineering **3 semester hours**
Pre-requisite: CS 231. A study of the techniques and approaches used to build large, reliable software systems. Methods, languages and tools used in modern software development are examined. Topics include software life-cycle models, software analysis, design, design verification, validation and reliability. Software engineering ethics and professionalism are explored. Programming topics include modularity, data abstraction, object-oriented programming. Laboratory assignments use a high level programming language.

CS 340 - Computer Networks and Communications 3 semester hours
Prerequisites: CS 135 or CS 230. Introduces the concepts of computer networks and data communications. Topics include data transmission, transmission media, transmission signal encoding, link control and multiplexing, circuit switching, packet switching, local area networks, ATM, Open Systems Interconnection Architecture (OSI), TCP/IP, X.25, System Network Architecture (SNA) and network security.

CSL 340 - Computer Networks and Communications Laboratory 1 semester hour
Co-requisite: CS 340Laboratory experiments related to material covered in CS 340.

CS 390/490 - Cooperative Education/Field Experience 1-6 semester hours
Work, research, or internship experience at the junior (CS 390) or senior (CS 490) levels. Students must have a minimum cumulative grade point average of 2.5. The department chair in the student's discipline will determine semester hours credit after the details of placement have been made.

CS/CIS 411-412 - Computer Science Seminar 1-6 semester hours
Prerequisite: senior standing and instructor approval. Selected topics in computer science or computer information systems.

CS 432 - Numerical Analysis 3 semester hours
Prerequisite: CS 231, MAT 334 and MAT 335. Numerical algorithms and error analysis for the approximation of integration, differentiation, solutions of systems of equations, and solutions of differential equations.

CS 433 - Operating Systems 3 semester hours
Prerequisite: CS 231. Basic principles of multiprogramming and time-sharing systems including interrupts, data channels, memory management, virtual memory, segmentation and paging, interprocess communication, deadlock handling, and distributed systems.

CS 436 - Computability 3 semester hours
Prerequisite: CS 335 and senior standing. This course is an introduction to the theory of computation in computer science. Topics include formal languages and grammars and their application to programming language design, and models of computation including finite automata, pushdown automata and Turing machines.

CS 437 Digital Circuits 3 semester hours
Prerequisites: CS 332 and PH 252. Co-requisite: CSL 437L. This course deals with digital logic with feedback, fundamental mode circuits, Boolean algebra, Karnaugh maps, combinatorial networks, flip-flop, encoders, decoders, multiplexers, half-adders, adders, counters, state and flow tables, and memory design.

CSL 437L Digital Circuits Laboratory 1 semester hour
Co-requisite: CS 437 Laboratory experiments related to material covered in CS 437

CS 438 Computer Architecture 3 semester hours
Prerequisite: CS 437. This course covers the basic concepts of computer architecture and organization, including computer evolution, CPU architectures, instruction sets, ALU design, memory hierarchies, input and output architectures, interrupts and DMA, and parallel processing.

CS/CIS 499 Senior Seminar 3 semester hours
Prerequisite: CS or CIS senior standing, EN 131, EN 132 and EN 250 .Each student will design and conduct a research project and write a senior project research paper on a topic of interest chosen by the student with faculty assistance and supervision. Students must also pass the CS/CIS Senior Comprehensive Exam.

The Bachelor of Science in Computer Engineering

The computer engineering program is designed for students who are interested in computer hardware and software design and their integration into usable computer systems.

PROGRAM EDUCATIONAL OBJECTIVES (PEO)

The Program Educational Objectives of the Bethune-Cookman University Computer Engineering Program are to produce graduates who have acquired:

1. The ability to enter professional careers and /or to pursue graduate studies in computer engineering and related fields.

2. The ability to utilize their training in design processes, creative thinking, teamwork, communication skills, leadership skills, lifelong learning and ethical conduct to obtain solutions of engineering problems in their professional careers.

3. The ability to contribute productively as members of their communities and to provide service through active membership in professional societies.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in computer engineering, students will demonstrate:

1. The ability to apply knowledge of mathematics, science, and engineering

2. The ability to design and conduct experiments, as well as to analyze and interpret data

3. The ability to design a system, component, or process to meet desired needs within realistic constraints.

4. The ability to function on multidisciplinary teams.

5. The ability to identify, formulate, and solve engineering problems.
6. The understanding of professional and ethical responsibility.
7. The ability to communicate effectively.
8. The broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context.
9. A recognition of the need for, and an ability to engage in life-long learning
10. A knowledge of contemporary issues
11. The ability to use the techniques, skills, and modern engineering tools necessary for engineering practice.

Admission to the Computer Engineering Program

Admission is through a formal declaration of major, and the completion of MAT 135 Pre-Calculus and MAT 136 Analytical Geometry with a grade of "C" or higher.

Major Requirements

At least 41 semester hours of computer engineering course work with a grade of "C" or better in all science, engineering and mathematics courses. All computer engineering majors are required to take and pass a comprehensive examination in computer engineering at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Course Requirements

Refer to the vertical curriculum for additional course requirements.

2012-2013 School of Science, Engineering and Mathematics

Bethune-Cookman University

Computer Engineering: Total Semester Hours=126

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
RE 131	**Cultural Literacy**	**3**	MAT 242	Calculus II#	3
MAT 241	Calculus I#	3	MATL 242	Calculus II Lab	1
MATL 241	Calculus I Lab	1	CH 142	General Chemistry II	3
CH 141	General Chemistry I	3	CHL 142	General Chemistry II Lab	1
CHL 141	General Chemistry I Lab	1	E 123	Engineering Drawing	3
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
	Total	**15**		**Total**	**15**

Summer

HU 231-233	**Humanities****	**3**
HI 130	**African American History**	**3**
	Total	**6**

Sophomore Year

First Semester			Second Semester		
CS 230	Programming I	3	CS 231	Programming II	3
CSL 230	Programming I Lab	1	CSL 231	Programming II Lab	1
PH 251	Physics I	3	PH 252	Physics II	3
PHL 251	Physics I Lab	1	PHL 252	Physics II Lab	1
SC 230	**Intro Effective Oral Comm.**	**3**	E 230	Intro to Electric Circuits	3
RP 230	**Ethics**	**3**	EL 230	Intro to Electric Circuits Lab	1
PE ____	**Physical Education Activity***	**1**	MAT 334	Differential Equations	3
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
E 335	Electronics I	3	E 333	Networked Autonomous Robotics	3
EL 335	Electronics I Lab	1	EL 333	Networked Autonomous Robotics Lab	1
CS 335	Discrete Structures	3	E 336	Electronics II	3
CS 437	Digital Circuits	3	EL 336	Electronics II Lab	1
CSL 437	Digital Circuits Lab	1	CS 438	Computer Architecture	3
CS 333	Data Structures	3	CS 336	Software Engineering	3
			MAT 337	Probability and Statistics	3
	Total	**14**		**Total**	**17**

Senior Year

First Semester			Second Semester		
E 431	VLSI Design I	3	E 436	Digital Signal Processing	3
EL 431	VLSI Design I Lab	1	EL 436	Digital Signal Processing Lab	1
E ____	Technical Elective	3	E ____	Technical Elective	4
E 437	Microprocessor & Embedded System Design	3	CS 340	Comp. Networks & Comm.	3
			CSL 340	Comp. Networks & Comm. Lab	1
EL 437	Microprocessor & Embedded System Design Lab	1	CS 433	Operating Systems	3
E 499	Senior Seminar	3			
GRAD 450	University Graduation - UG	0			
	Total	**14**		**Total**	**15**

General Education Courses Are in Bold.
All students MUST see a student success coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

#All students entering this program who do not fulfill the requirements for taking MA T 241 Calculus I and MAT 242 Calculus II will be required to take MAT 135 Pre-Calculus and MAT 136 Analytical Trigonometry. All students who do not meet the requirements for taking CS 230 and CSL 230 will be required to take CS 135

Directed Computer Engineering Electives are chosen from the following:

E 331 Engineering Mechanics I (Statics)
E 332 Engineering Mechanics II (Dynamics)
E 334 Intro. to Microcontroller and Lab
E 432 VLSI Design II & Lab
E 434 Engineering Circuit Analysis
E 438 Programmable Digital Logic Design & Lab
E 439 Electromagnetic Fields and Applications

COURSE DESCRIPTIONS FOR COMPUTER ENGINEERING

E 123 - Engineering Drawing. 3 semester hours
A study of Dimensioning and Tolerancing, 3D Drawing and Modeling, Isometric Drawing, Orthographic Views and Solid Modeling. AutoCAD, a computer aided drawing software is used for the drawing assignments.

E 230 - Introduction to Electric Circuits 3 semester hours
Pre-requisite: MAT 241, MAT 242, PH 251. Co-requisite: PH 252. A study of the principles of direct-current (DC) circuits, alternating-current (AC) circuits, Ohm's and Kirchohoff's laws and their application to electric circuits. Thevenin and Northon's theorems, RC, RL and RLC circuits. Application of phasor diagrams in the analysis of AC circuits. Time domain solutions of first and second order circuit equations. Introduction to operational amplifiers. There is a laboratory component to this course.

E 230L - Introduction to Electric Circuits Laboratory 1 semester hour
Co-requisite: E 230. Laboratory experiments related to material covered in E 230.

E 331 - Engineering Mechanics I, Statics 3 semester hours
Prerequisites: MAT 241, MAT 242, MAT 334, PH 251, PH 252. A study of force vectors, equilibrium of a particle, force system resultants, equilibrium of a rigid body, structural analysis, internal forces, friction, centroid, moments of inertia.

E 332 - Engineering Mechanics II, Dynamics 3 semester hours
Prerequisite: E 331. A study of kinetics and kinematics of a particle and rigid body including force and acceleration, work, energy, impulse and momentum.

E 333 – Networked Autonomous Robotics 3 semester hours
Prerequisites: CS 231, CS 335, MAT 241, MAT 242. This course deals with networked, autonomous and intelligent mobile robot systems. It is designed to help the student to develop fundamental understanding of planning and control issues for multiple autonomous mobile robotic systems. The course covers autonomous robot locomotion, mobile robot kinematics, perception using various sensors in robot systems, map building and localization, planning and navigation, and cooperative control of multiple robots. Results of current research and on-going research issues in the field of autonomous robotics are introduced in the course. Projects and hands-on lab experiments for the course are designed to enhance the student’s understanding and knowledge of autonomous robotics.

E 333L – Networked Autonomous Robotics Laboratory 1 semester hour
Co-requisite: E 333. Laboratory experiments related to material covered in E 333.

E 334 - Introduction to Microcontrollers 3 semester hours
Prerequisite: E 230, CS 231. Co-requisite: EL 334L. An introduction to microcontroller hardware and software applications. Interconnection of components, peripheral devices and bus timing relationships are explored. Assembly language and structured C-language are introduced and employed in microcontroller programming. Input/output (I/O) techniques are surveyed.

E 334L - Introduction to Microcontrollers Laboratory 1 semester hour
Co-requisite: E 334. Laboratory experiments related to material covered in E 334.

E 335 - Electronics I 3 semester hours
Prerequisites: PH 251, PH 252, E 230. Co-requisite: EL 335L. The analysis and design of circuits utilizing electronic devices such as bipolar transistors, MOS transistors and operational amplifiers. Topics include Integrated Circuit (IC) biasing, the behavior and operating limitations of large-signal and small-signal amplifiers. Computer circuit simulation is an integral part of this course.

E 335L - Electronics I Laboratory 1 semester hour
Co-requisite: E 335. Laboratory experiments related to material covered in E 335.

E 336 - Electronics II 3 semester hours
Prerequisite: E 335. Co-requisite: EL 336L. A continuation of the analysis and design of circuits utilizing electronic devices such as bipolar transistors, MOS transistors and operational amplifiers. Topics include the behavior and operating limitations of large-signal and small-signal amplifiers, differential amplifiers, high-frequency amplification, stability and compensation. Tuned amplifiers, oscillators and Integrated Circuit (IC) biasing.

E 336L - Electronics II Laboratory 1 semester hour
Co-requisite: E 336. Laboratory experiments related to material covered in E 336.

E 431 - VLSI Design I 3 semester hours
Prerequisites: E230, E 336, MAT 334, CS 437. Co-requisite: EL 431LThis course covers the fundamental principles of NMOS and CMOS digital integrated circuit (IC) design. Principles of circuit analysis and design are emphasized. Modern CAD tools for Integrated Circuit layout and simulation are extensively used. Covers system level design issues, including testing.

E 431L - VLSI Design I Laboratory 1 semester hour
Co-requisite: E 431. Laboratory experiments related to material covered in E 431.

E 432 - VLSI Design II 3 semester hours
Pre-requisite: E 431. Co-requisite: EL 432L the design and synthesis of Very Large Scale Integrated (VLSI) chips using CMOS technology. Design issues at layout, schematic, logic and RTL levels are investigated. Commercial design software is used for laboratory exercises. Theoretical concepts in VLSI architectures and algorithms are explored. Advanced level application of VLSI computer-aided design (CAD) tools.

E 432L - VLSI Design II Laboratory 1 semester hour
Co-requisite: E432. Laboratory experiments related to material covered in E 432.

E 434 - Engineering Circuit Analysis 3 semester hours
Prerequisite: E 230, MAT 334, MAT 337. A study of linear circuit analysis and techniques. In depth coverage of the properties of electric circuit elements, node and loop circuit equations, AC sources and impedance. Time domain, frequency domain and steady state analysis of RLC

circuits are thoroughly covered. Laplace Transform, Fourier Analysis and Fourier Transform techniques are employed in the analysis of circuit characteristics.

E 436 - Digital Signal Processing 3 semester hours
Prerequisite: E 230, MAT 242, MAT 334. Co-requisite: EL 436LA study of the fundamental principles and concepts of Digital Signal Processing (DSP). Course coverage includes discrete-time signals and systems, Z-transforms, discrete convolution and Discrete Fourier Transform (DFT). Analog-to-Digital conversion (ADC), Digital-to-Analog conversion (DAC) and digital filter design are also covered. In the laboratory, a programmable DSP board and a software package for digital signal processing are used for data acquisition, filter implementation, convolution calculations, signal modeling and real-time filtering. MATLAB software with Simulink is used in the laboratory for DSP algorithm design and analysis.

E 436L - Digital Signal Processing Laboratory 1 semester hour
Co-requisite: E 436 Laboratory experiments related to material covered in E 436.

E 437 - Microprocessor and Embedded Systems Design 3 semester hours
Prerequisites: E 230, E 336, CS 335, CS 437, CS 438. Co-requisite: EL 437L. Covers the following areas: Microprocessor architectures, instruction sets, bus structures, memory and I/O interfacing. Applications of assembly language programming, real-time system design, interrupt driven system design, microprocessor peripheral device configuration, and embedded-system design and application are emphasized. There is a laboratory component to this course.

E 437L - Microprocessor and Embedded Systems Design Lab 1 semester hour
Co-requisite: E 437. Laboratory experiments related to material covered in E 437.

E 438 - Programmable Digital Logic Design 3 semester hours
Prerequisites: CS 231, E 336, CS 437. Co-requisite: EL 438LThe course provides the student with a working knowledge of FPGAs, CPLDs and associated design tools. Students work with commercial computer-aided design (CAD) tools to synthesize and simulate designs described in hardware description languages such as VHDL and Verilog. There is a laboratory component to this course.

E 438L - Programmable Digital Logic Design Laboratory 1 semester hours
Co-requisite: E 438 Laboratory experiments related to material covered in E 438.

E 439 - Electromagnetic Fields and Applications 3 semester hours
Prerequisites: PH 251, PH 252, MAT 242, MAT 334, E 230. A study of the principles of electromagnetic fields and waves and their applications in engineering. Electrostatics, DC currents, magnetostatics and time-varying magnetic fields are covered. Maxwell equations, plane waves and the basics of guided waves are also covered.

E 499 - Senior Seminar 3 semester hours
Prerequisite: Senior standing in Computer Engineering. A senior research project chosen by the student-team with faculty assistance is designed and conducted by the student-team under faculty supervision. The results of the research are submitted to the Computer Engineering faculty in the

form of a senior thesis. The students are is required to formally defend the senior thesis. The students are expected to pass an exit exam designed by the computer engineering faculty.

Bachelor of Science in Computer Information Systems

In conjunction with the School of Business, the School of Science, Engineering and Mathematics offers the Bachelor of Science degree in Computer Information Systems (BSCIS). The BSCIS Program is designed for students to enter Information Technology fields where certification of knowledge level is commonly considered in hiring and promotion decisions. The program integrates technical skills with communication skills, general education knowledge and breadth of knowledge in the computer information technology field.

After completion of the degree program, students will, depending on the selected areas of concentrations, be able to pursue professional certifications, such as, CompTIA A+ Certification, Microsoft Certified Technology Specialist (MCTS), Microsoft Certified IT Professional (MCITP), Oracle Certified Associate (OCA) and Certified Professional (OCP), and Cisco (Entry, Associate, and Professional) Certification.

The CIS degree program offers four (4) areas of concentrations consisting of Network Technology & Administration (NTA), Web Development & Administration (WDA), Database Technology and Administration (DTA), and Management Information Systems (MIS).

Concentration in Networking Technology and Administration (NTA)

This concentration focuses on the design, installation, and administration of Network Systems. Local Area Networks, Wide Area Networks, Wireless Networks, Network Technology, and Network Security are Studied. Students develop hands-on experience on network systems using hardware and software commonly used in the IT industry.

Concentration in Web Development and Administration (WDA)

This concentration focuses on Web development based on existing and emerging web technologies, including server-side databases, programming, web applications, Web services, and enterprise Web development. Topics also include web-based interfaces, online supply chain management, e-commerce tools and techniques, client and server security, social networks, and Web site commercialization.

Concentration in Database Technology and Administration (DTA)

This concentration focuses on the installation, development and administration of database applications in the business environment. The student develops hands-on experience in the administration and development of database applications from desktop databases to the enterprise level database technology.

Concentration in Management Information Systems (MIS)

This area of concentration examines a broad range of information technology resources, business processes, and emphasizes the management of such resources in order to meet an organization's challenges and goals.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

1. An ability to apply knowledge of computing, information systems and mathematics.
2. An ability to analyze an interdisciplinary IS related problem, identify and define the computing and information systems requirements appropriate to its solution.
3. An ability to design, implement and evaluate a computer-based system, process, component, or program to meet desired needs.
4. An ability to function effectively in teams to create a project plan to accomplish a common goal.
5. An understanding of professional, ethical and social responsibilities.
6. An ability to communicate effectively with a range of audiences.
7. An ability to analyze the impact of computing on individuals, organizations and society, including ethical, legal, security and global policy issues.
8. Recognition of the need for and an ability to engage in continuing professional development
9. An ability to use current techniques, skills, and tools necessary for computing practice.
10. An ability to understand the processes that support the delivery and management of information systems within a specific application environment.

Admission to the Program

Admission is through a formal declaration of major. A student is admitted to the upper division computer information systems major after successful completion of CIS 210 and ITM 200, and the general education program.

Major Requirements

The BSCIS Program requires 123 credit hours. The degree requirements include 39 credit hours of general education courses, 12 credit hours of science and mathematics courses, 18 ~~12~~ credit hours constituting the core requirements for the degree, 12 credit hours of business courses, and 42 credit hours in an area of concentration

Computer Information Systems majors take MAT 134 College Algebra, MAT 135 Pre-Calculus, and BI 131 General Biology to meet their general education requirements for mathematics and biology, and EN 250 Technical Writing as a general education requirement of the Department of Computer Science and Engineering.

The BSCIS program require a grade of “C” or better in the following: 18 semester hours for the core requirements, (ii) 42 semester hours courses designated for the selected area of concentration

All CIS majors are required to take and pass a comprehensive examination in computer information systems at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Course Requirements

Refer to the vertical curriculum for additional course requirements.

2012-2013 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Informations Systems

Concentration in Network Technology & Administration (NAT): Total Semester Hours=123

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
RE 131	**Cultural literacy**	**3**	MAT 135	Pre-Calculus	3
MAT 134	College Algebra	3	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**	CIS 135	Intro. to Computer Technology	3
CS 132	**Computer Applications**	**3**	**BI 131**	**General Biology I**	**3**
HI 130	**African-American History**	**3**	**BIL 131**	**General Biology I Lab**	**0**
			ITM 200	Information Systems Essentials	3
	Total	**16**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
CIS 242	Operating Systems	3	CIS 210	Intro. to Programming	3
HU 231-233	**Humanities*** **	**3**	CIS 241	Intro. Comp. Networks	3
ML 131	**French, German, or Spanish I**	**3**	BA 236	Statistics I	3
CS 330	Databases	3	**RP 239**	**Logic**	**3**
PH 230	**Physical Science**	**3**	AC 231	Accounting I	3
			ACL 231	Accounting I Lab	0
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
CIS 248	Network Admin. I	3	CIS 299	Network Admin. II	**3**
CIS 300	Systems Analysis &Design	3	MG 300	Principles of Management	3
CIS 333	Database Tech. for Web Apps.	3	CIS 332	Network Operating Systems	3
SC 230	**Intro to Effective Oral Com.**	3	BA 231	Economics I	3
EN 250	Technical Communication	3	____ ____	Free Elective	**3**
			PE ____	PE Activity*	1
	Total	**15**		**Total**	**16**

Senior Summer

CIS 361 Computer Info. Systems Supervised Summer Internship (Senior Year) – 3 Credit Hours

Senior Year

First Semester			Second Semester		
CS/CIS 411	Special Topic (Web Dev.)	**3**	CS/CIS 499	Senior Seminar	3
CIS 420	Network Design & Proc.	**3**	CIS 434	Ent. Arch. & Web Services	3
CIS 402	Project management	**3**	CIS 466	Network Security	3
CIS 306	Wireless Networks	**3**	CS/CIS ____	Elective (300 or 400 level)	3
CS/CIS ____	Elective (300-400 Level)	3	CIS 361	Internship	3
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**15**

General Education Courses Are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
***MARCHING BAND MEMBERS ONLY, MUST substitute PE activity with MUB 110 Marching Band.**
*** ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)**
***ATHLETES ONLY, will substitute PE Activity with PEC 111 Body Conditioning.**
**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.**
Most CS and CIS courses are taught in the semester shown. Only CS 132 is taught during the summer semester.
General education requirements are listed in the catalog. Additional requirements are listed under the School of Science, Engineering & Mathematics and under the Department of Computer Science & Engineering.
CIS majors must earn grades "C" or better in each core course and each course in the selected area of concentration.
CS and CIS electives must be at 300 or 400 level.
Free Electives means that you can take any course you want as long as you meet the course prerequisites.

2012-2013 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Informations Systems
Concentration in Web Development & Administration (WDA): Total Semester Hours=123

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
RE 131	**Cultural Literacy**	**3**	MAT 135	Pre-Calculus	3
MAT 134	College Algebra	3	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**	CIS 135	Intro. to Computer Technology	3
CS 132	Computer Applications	3	**BI 131**	**General Biology I**	**3**
HI 130	**African-American History**	**3**	**BIL 131**	**General Biology I Lab**	**0**
			ITM 200	Information Systems Essentials	3
	Total	**16**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
CIS 242	Operating Systems	3	CIS 210	Intro. to Programming	3
HU 231-233	**Humanities*** **	**3**	CIS 241	Intro. Comp. Networks	3
ML 131	**French, German, or Spanish I**	**3**	**PH 230**	**Physical Science**	**3**
CIS 138	Web Page Design & Int Tech	3	**RP 239**	**Logic**	**3**
CS 330	Databases	3	AC 231	Accounting I	3
			ACL 231	Accounting I Lab	0
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
BA 236	Statistics I	3	CIS 310	Dynamic Web Design II	3
CIS 300	Systems Analysis &Design	3	MG 300	Principles of Management	3
CIS 240	Dynamic Web Design I	3	CIS 333	Database Tech for Web App.	3
SC 230	**Intro to Effective Oral Com.**	**3**	BA 231	Economics I	3
EN 250	Technical Communication	3	____ ____	Free Elective	3
			PE ____	**PE Activity***	**1**
	Total	**15**		**Total**	**16**

Senior Summer

CIS 361 Computer Info. Systems Supervised Summer Internship (Senior Year) – 3 Credit Hours

Senior Year

First Semester			Second Semester		
CS/CIS 411	Special Topic (Web Dev.)	3	CS/CIS 499	Senior Seminar	3
CIS 390	Adv. Web App.Development	3	CIS 434	Ent. Arch. & Web Services	3
CIS 402	Project Management	3	CIS 466	Network Security	3
CIS 380	E-Commerce	3	CS/CIS ____	Elective (300 or 400 level)	3
CS/CIS ____	Elective (300-400 Level)	3	CIS 361	Internship	3
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**15**

General Education Courses Are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
***MARCHING BAND MEMBERS ONLY, MUST substitute PE activity with MUB 110 Marching Band.**
*** ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)**
***ATHLETES ONLY, will substitute PE Activity with PEC 111ATH Body Conditioning.**
**** Choose ONE from HU 231Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.**
Most CS and CIS courses are taught in the semester shown. Only CS 132 is taught during the summer semester.
General education requirements are listed in the catalog. Additional requirements are listed under the School of Science, Engineering & Mathematics and under the Department of Computer Science & Engineering.
CIS majors must earn grades "C" or better in each core course and each course in the selected area of concentration.
CS and CIS electives must be at 300 or 400 level.
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2012-2013 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Informations Systems

Concentration in Database Technology & Administration (DTA) : Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**		**3**	**EN 132**	**College English II**		**3**
RE 131	**Cultural Literacy**		**3**	MAT 135	Pre-Calculus		3
MAT 134	College Algebra		3	**FC 111**	**Freshman Seminar II**		**1**
FC 110	**Freshman Seminar I**		**1**	CIS 135	Intro. to Computer Technology		3
CS 132	Computer Applications		3	**BI 131**	**General Biology I**		**3**
HI 130	**African-American History**		**3**	**BIL 131**	**General Biology I Lab**		**0**
				ITM 200	Information Systems Essentials		3
		Total	**16**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
CIS 242	Operating Systems		3	CIS 210	Intro. to Programming		3
HU 231-233	**Humanities*** **		**3**	CIS 241	Intro. Comp. Networks		3
ML 131	**French, German, or Spanish I**		**3**	BA 236	Statistics I		3
CS 330	Databases		3	**RP 239**	**Logic**		**3**
PH 230	**Physical Science**		**3**	AC 231	Accounting I		3
				ACL 231	Accounting I Lab		0
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
CIS 333	Database Tech. for Web App.		3	CIS 336	Data Warehouse & OLAP Tech.		3
CIS 300	Systems Analysis &Design		3	MG 300	Principles of Management		3
CIS 380	E-Commerce		3	CIS 335	Storage Management		3
SC 230	**Intro to Effective Oral Com.**		**3**	BA 231	Economics I		3
EN 250	Technical Communication		3	____ ____	Free Elective		3
				PE ____	**PE Activity***		**1**
		Total	**15**			**Total**	**16**

Senior Summer

CIS 361 Computer Info. Systems Supervised Summer Internship (Senior Year) – 3 Credit Hours

Senior Year

First Semester				Second Semester			
CS/CIS 411	Special Topic (Web Dev.)		**3**	CS/CIS 499	Senior Seminar		3
CIS 400	Database Administration		3	CIS 466	Network Security		3
CIS 402	Project Management		3	CIS 434	Ent. Arch. & Web Services		3
CIS 306	Wireless Networks		3	CS/CIS ____	Elective (300 or 400 level)		3
CS/CIS ____	Elective (300 or 400 level)		3	CIS 361	Internship		3
GRAD 450	University Graduation - UG		0				
		Total	**15**			**Total**	**15**

General Education Courses Are in Bold.
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***ATHLETES ONLY, will substitute PE Activity with PEC 111 Body Conditioning.**
**** Choose ONE from HU 231Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.**
Most CS and CIS courses are taught in the semester shown. Only CS 132 is taught during the summer semester.
General education requirements are listed in the catalog. Additional requirements are listed under the School of Science, Engineering & Mathematics and under the Department of Computer Science & Engineering.
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2012-2013 **School of Science, Engineering and Mathematics**

Bethune-Cookman University

Computer Informations Systems

Concentration in Management Information Systems (MIS): Total Semester Hours=123

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 134	College Algebra	3	MAB 138	Applied Business Calculus	3
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
ITM 110	Bus Computer Application	3	CIS 138	Web Page Design & Internet Tech	3
RE 131	**Cultural Literacy**	**3**	**BI 131**	**General Biology I**	**3**
HI 130	**African-American History**	**3**	**BIL 131**	**General Biology I Lab**	**0**
			ML 131	**French, German, or Spanish I**	**3**
	Total	**16**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
CIS 242	Operating Systems	3	ITM 200	Information Systems Essentials	3
BA 236	Statistics I	3	CIS 241	Intro. Comp. Networks	3
HU 231-233	**Humanities*** **	**3**	**RP 239**	**Logic**	**3**
ML 132	**French, German, or Spanish II**	**3**	BA 231	Micro Economics I	3
CIS 210	Intro. to Programming	3	AC 231	Accounting I	3
PE ____	**PE Activity***	**1**	ACL 231	Accounting I Lab	0
	Total	**16**		**Total**	**15**

Junior Year

First Semester			Second Semester		
CS 330	Databases	3	CIS 300	Sys Analysis & Design	3
ITM 222	Enterprise Info Systems	3	MG 300	Principles of Management	3
ITM 320	Business Intelligence I	3	ITM 302	Business Process Modeling & Mgmt	3
SC 230	**Intro to Effective Oral Comm.**	**3**	ITM 232	Human Computer Interactions	3
EN 250	Technical Communication	3	MK 341	Intro to Marketing	3
	Total	**15**		**Total**	**15**

Senior Summer

CIS 361 Computer Info. Systems Supervised Summer Internship (Senior Year) – 3 Credit Hours

Senior Year

First Semester			Second Semester		
CS/CIS 411	Special Topic (Web Dev.)	3	CS/CIS 499	Senior Seminar	3
ITM 340	Business Intelligence II	3	CIS 434	Ent. Arch. & Web Services	3
____ _____	Elective (CIS/ITM/Mgmt)	3	ITM 402	Project Management	3
ITM 310	Info Tech Management	3	ITM 442	IS Innovation and New Tech	3
ITM 432	IT Audit and Control	3	CIS 361	Internship	3
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**15**

General Education Courses Are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
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COURSE DESCRIPTIONS FOR COMPUTER INFORMATION SYSTEMS

CIS 135 - Introduction to Computer Technology 3 Semester Hours

This course introduces students to all aspects of computer systems at the level required by most certification programs. The design of modern computer systems will be discussed as well as how the various systems can be connected. The hardware and software components of a computer system will be thoroughly covered. Hands-on experience will be provided. This is a fundamental course that will lay the foundation for every other course in the program.

CIS 138 - Introduction to Web Design 3 Semester Hours

Prerequisite: CS132 or Equivalent. This course introduces tools and techniques used to create web pages on the World Wide Web. Student learns basic HTML (hypertext markup language), XTML, CSS, and the principles and practices of developing, producing, and publishing of digital images online. Emphasis is placed on the communication of meaning through the creation and management of digital images using industry-standard Web authoring software.

CIS 210 - Introduction to Programming 3 Semester Hours

Prerequisite: MA134, CS132. Students will learn the fundamental concepts and terminology of software application development and develop skills in designing and writing simple computer programs in a high-level language. The course assumes no programming background and provides an overview of the software development process in addition to introducing important programming constructs and methodologies. Topics include: programming language characteristics, integrated development environments, flowcharts, algorithms and pseudo-code, variables, operators, conditional statements, looping statements, methods, error-handling and debugging, and object-oriented programming techniques.

CIS 240 - Dynamic Website Design I 3 semester hours

Prerequisite: CS 132, CIS 135. This course builds on the fundamentals of CIS138 – Introduction to Web Design to introduce languages and technologies, such as PHP, JavaScript, advanced CSS and AJAX for creating dynamic websites. Topics also include customer expectations, usability and accessibility practices, and techniques for the evaluation of web design.

CIS 241 - Computer Networks 3 semester hours

Prerequisite: CIS 135. This course introduces the student to the concepts of Computer Networks and Data Communications. Topics include data transmission, transmission media, transmission signal encoding, link control and multiplexing, circuit switching, packet switching, local area networks, ATM, Open Systems Interconnection Architecture (OSI), TCP/IP, X.25, System Network Architecture (SNA) and network security. Hands-on experience will be provided in the laboratory.

CIS 242 - Operating Systems 3 semester hours

Prerequisite: CIS 135. The purpose of this course is to familiarize students with operating system (OS) concepts. Students will learn what an OS is and the role it plays in a computer system. Students will study the general architecture of an OS as well as the services it provides. Students

will become familiar with current OSes like Windows 7, Windows Server 2008, Linux, Mac OS X Snow Leopard.

CIS 248 -Network Administration I 3 semester hours
Prerequisites: CS 132, CIS 135, CIS 241. Students will explore network administration topics in theoretical and practical way, study different software platforms, control, shared resources, administration, security, anti-virus procedures and methodologies.

CIS 299 - Network Administration II 3 semester hours
Prerequisites: CS 132, CIS 135, CIS 248. This course teaches students, through lectures, discussions, scenarios, demonstrations, chapter review questions, textbook exercises, and classroom labs, the skills and knowledge necessary to configure, manage, and troubleshoot Windows Server 2008 Active Directory. Upon completion of this course students will be prepared for Microsoft certified technology specialist exam 70-640 "Active Directory Configuration".

CIS 300 - Systems Analysis and Design 3 semester hours
Prerequisites: CS 330. The analysis and design phases of the system development life cycle are reviewed. Emphasis is on techniques and tools for determining systems requirements that lead to the development of logical design models using structured and object-oriented methodologies, including: data and process modeling, system requirements with use cases, object-oriented modeling using UML, rapid prototyping, and introduction to application architecture.

CIS 306 - Wireless Networks 3 semester hours
Prerequisites: CIS 241. This course introduces mobile computing: technological concepts and applications. Students would be able to learn the fundamentals behind wireless communications, to read and understand technical papers, and to have hands-on experience with wireless hardware and protocol design. Topics covered include: an over view of mobile computing, IEEE 802.11 standards, mobile IP, mobile ad hoc networks, and wireless MESH and sensor networks. The hands-on (lab) section provides students with hands-on experience on setting up, configuring, establishing a wireless network, and designing wireless protocols. Students would be able to run simulations for advanced wireless protocols.

CIS 310 - Dynamic Website Design II 3 semester Hours
Prerequisite: CIS 240. This course is a continuation of CIS 240 – Dynamic Website Design I to introduce data-driven website development, web server architecture. Topics include the use of database CRUD statements (create, read, update, and delete) incorporated into web applications, web server installation, administration, and security.

CIS 332 - Network Operating Systems 3 semester hours
Prerequisite: CIS 241. This course is an introduction to network operating systems with an emphasis on the management of network objects, e.g. users, groups, volumes, print servers, and other shared network resources. This course examines the interaction of people, systems and computers. Strategic management issues unique to the information technology environment are discussed. This course is also an introduction to installing, configuring, supporting and maintaining network operating system clients. Topics include software installation,

configuration, operations, and troubleshooting. This course and CPT 209 help the student to prepare for the CompTIA 220-701 and 220-702 A+ certification exams.

CIS 333 - Database Technologies for Web Applications 3 Semester Hours
Pre-requisites: CS330, CIS 240. This course examines the database and related applications technologies which are critical in the enablement of web-based applications for e-commerce in its many variations. This lab-based course provides an in-depth study of using database technologies in the context of the Internet, including Oracle, and open source variations such as MySQL; the role of related scripting languages such as PHP. Also covered are the theory and practice involved in dynamic, database driven web-sites that are controlled using CSS and other web-enabling artifacts. Upon completion of this course, the student will understand the features of page scripting languages; understand the database options available for the web-based applications; explain how these can be combined with each other and with additional web-based tools to create effective web-based applications.

CIS 336 - Data Warehousing & OLAP's Technology 3 Semester Hours
Pre-requisite: CS330. This course covers the fundamentals of data warehousing/business intelligence architecture and issues involved in planning, designing, building, populating a successful data warehouse and business intelligence system. Topics covered in this course include business requirement analysis, dimensional modeling, physical design, extraction-transformation-load (ETL) design and development, Analysis Service Online Analytical Processing (OLAP) database, data mining, and business intelligence (BI) applications.

CIS 361 - CIS Supervised Summer Internship 3 Semester Hours
Pre-requisite: CIS senior standing. The CIS internship is designed to complement a student's formal education with practical and meaningful IT-related work experience. It is a unique opportunity for students to clarify employment goals, develop a professional network and learn about a particular industry. Experience directly related to a student's CIS major makes the student more marketable when seeking full-time positions after graduating. The internship should be in an IT-related field doing meaningful IT-related work. An early search to identify an internship opportunity is recommended and the internship must be approved and monitored by the Program Chair/Coordinator.

CIS 380 - E-commerce 3 semester hours
Pre-requisite: CS 132, CIS 138, MG 300. A study of e-commerce and its impact on business. The course provides a framework for understanding e-commerce, including marketing opportunities, as well as implementation and organization issues involved in capitalizing on e-commerce.

CIS 390 - Advanced Web Design 3 semester hours
Pre-requisite: CIS 310. This 300-level course will cover advanced concepts in web design and will start where CIS 310 left off. This course assumes an understanding of client-side web design and covers server-side design. Students will learn to set up dynamic web sites that can create content based on stored information as well as to create web sites that can dynamically store user information. A variety of server-side programming languages for scripting, page generation, and database interaction will be covered.

CIS 400 - Database Administration 3 Semester Hours
Pre-requisite: CS330, CIS 210. This course focuses on developing the concepts and skills required to perform the duties of Database Administrator (DBA) in organizations using large relational databases. Students develop coherent plans for security, disaster recovery, backup and restore, replication and other administrative functions, including the creation and use of SQL scripts to automate administrative tasks, creating and managing indexes, and using advanced data transformation services.

CIS 402 - Project Management 3 Semester Hours
Pre-requisite: CS330, senior standing. This course discusses the processes, methods, techniques and tools that organizations use to manage their information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This course assumes that project management in the modern organization is a complex team-based activity, where various types of technologies (including project management software as well as software to support group collaboration) are an inherent part of the project management process. This course also acknowledges that project management involves both the use of resources from within the firm, as well as contracted from outside the organization.

CIS 411-412 - Computer Information Systems Seminar 1-6 semester hours
Pre-requisite: senior standing and instructor approval. Selected topics in computer science and computer information systems.

CIS 420 – Network Design and Procurement 3 semester hours
Pre-requisite: CIS 299. This course discusses the design and implementation of network systems such as Ethernet switches and Internet routers. The course covers design principles and issues of traditional protocol processing systems and network processor technology. Packet processing, protocol processing, classification and forwarding, switching fabrics, network processors, and network systems design tradeoffs. This course reviews the area of physical distribution management, including warehouse management and layout, transportation, and customer services.

CIS 434 - Enterprise Architecture and Web Services 3 semester hours
Pre-requisite: CS 330, CIS 210, CIS 138. This course provides an overview of the various options for building, deploying and maintaining an enterprise application on the web. Topics include: Overview of Enterprise Applications, Web Services, Service-oriented Architecture (SOA), REST Application, and Security Requirements.

CIS 466 - Network Security 3 semester hours
Pre-requisite: CS 132, CIS 240, CIS 241. The purpose of this course is to provide an overview of methods to assure secure and confidential information systems. Coverage includes basic concepts of main security and privacy issues of the Internet and devices, and the implementation of security methods for computer networks and the internet.

CS/ CIS 499 - Senior Seminar 3 Semester Hours
Pre-requisite: CIS senior standing, EN 131, EN 132 and EN 250. Each student will design and conduct a research project and write a senior project research paper on a topic of interest chosen

by the student with a faculty assistance and supervision. Students must also pass the CIS Senior Comprehensive Exam.

ITM 200 - Information Systems Essentials 3 semester hours

Prerequisites: CS 132, ITM 100, ITM 110 This course deals with the use of information systems (IS) within a business enterprise to gain a competitive advantage. Projects, cases, and hands-on team-activities are used to integrate these concepts and provide simulated real-world experience.

ITM 222- Enterprise Info Systems 3 semester hours

Pre-requisite: ITM 200. This course is designed to provide students with an understanding of the theoretic and practical issues related to the application of enterprise systems within organizations. The main focus of this course is to demonstrate how enterprise systems integrate information and organizational processes across functional areas with a unified system comprised of a single database and shared reporting tools. Enterprise systems, by their multi-dimensional integrative nature, offer the depth of functionality and breadth of integration to demonstrate how global operations of organizations are managed. Thus, students will gain an appreciation of the scope of enterprise systems and the motivation for implementing them. [Optional: Example software will be used to illustrate how enterprise systems work. An integrated project, which requires the application of conceptual as well as technical (software) skills of students, will be required.

ITM 232 - Human Computer Interaction 3 semester hours

Pre-requisite: ITM 200. This course provides an introduction to the field of human-computer interaction (HCI), an interdisciplinary field that integrates cognitive psychology, design, computer science and others. Examining the human factors associated with information systems provides the students with knowledge to understand what influences usability and acceptance of IS. This course will examine human performance, components of technology, methods and techniques used in design and evaluation of IS. Societal impacts of HCI such as accessibility will also be discussed. User-centered design methods will be introduced and evaluated. This course will also introduce students to the contemporary technologies used in empirical evaluation methods.

ITM 302 - Business Process modeling 3 semester hours

Pre-requisite: ITM 200, 222. In this course students will be introduced to key concepts and approaches to business process management and improvement. The main focus of this course is both understanding and designing business processes. Students will learn how to identify, document, model, assess, and improve core business processes. Students will be introduced to process design principles. The way in which information technology can be used to manage, transform, and improve business processes is discussed. Students will be exposed to challenges and approaches to organizational change, domestic and offshore outsourcing, and inter-organizational processes.

ITM 340 - Business Intelligence I 3 semester hours

Prerequisites: ITM 200, ITM 302. Students will undertake a comprehensive discussion of and gain practical experience in advanced database techniques, data visualization, data warehousing, online analytical processing (OLAP), data mining, decision support systems (DSS), artificial intelligence (AI) methods and other Business Intelligence (BI) topics. Students gain practical experience using contemporary BI tools and technologies, and apply sound design principles for creating intelligent solutions to realistic business problems.

ITM 400 - IS Project Management (Core Course) 3 Semester Hours

This course discusses the processes, methods, techniques and tools that organizations use to manage their information systems projects. The course covers a systematic methodology for initiating, planning, executing, controlling, and closing projects. This course assumes that project management in the modern organization is a complex team-based activity, where various types of technologies (including project management software as well as software to support group collaboration) are an inherent part of the project management process. This course also acknowledges that project management involves both the use of resources from within the firm, as well as contracted from outside the organization.

ITM 432 - Information Technology Audit and Control 3 semester hours

Prerequisite: ITM 200. This course introduces the fundamental concepts of the information technology audit and control function. The main focus of this course is on understanding information controls, the types of controls and their impact on the organization, and how to manage and audit them. The concepts and techniques used in information technology audits will be presented. Students will learn the process of creating a control structure with goals and objectives, audit an information technology infrastructure against it, and establish a systematic remediation procedure for any inadequacies. The challenge of dealing with best practices, standards, and regulatory requirements governing information and controls is addressed.

ITM 442 - IS Innovation and New Technology 3 semester hours

Prerequisites: ITM 200, ITM 432. New IS technologies are being used to change how organizations operate, produce products and services, and communicate both internally and as well as with external partners. This course is designed to introduce students to new and innovative technologies and examine how these powerful systems have fundamentally reshaped modern organizations along with our society. Using online collaborative technologies that were developed in the context of social networking and online communities, corporations are reengineering both internal business processes and those related to customers, suppliers, and business partners. Developing innovative ways to communicate and collaborate can lead to new business opportunities, and new efficiencies. This course investigates the technologies, methods and practices of developing new innovations such as online communities, and how this knowledge and these skills are applied to reengineer business processes. For example, how

products, services and information systems are developed, and how geographically disperse virtual teams collaborate.

DEPARTMENT OF INTEGRATED ENVIRONMENTAL SCIENCE

The Department of Integrated Environmental Science offers degree programs leading to the Bachelor of Science in Integrated Environmental Science. The department also offers a minor in Integrated Environmental Science and a Master's of Science in Integrated Environmental Science through the School of Graduate and Professional Studies (see the Department Chair for additional information about the minor in IES and the graduate program).

The Bachelor of Science in Integrated Environmental Science

The Bachelor of Science in Integrated Environmental Science (IES) is designed for students who are interested in careers that focus on environmental issues, particularly large-scale issues that require an interdisciplinary approach to their study and solution. The program is designed to provide the scientific core necessary for understanding environmental systems, plus coursework in supporting disciplines and integrative methods in preparation for work with multifaceted environmental topics. Coursework will include methodological courses, integrative courses, significant laboratory and field work, and research in association with IES faculty (much of which is service-based). Upon completion of the B.S. degree, the student will have met the minimum course requirements for admission to graduate and professional schools in environmental disciplines, or for entry-level environmentally-related positions in government, industry, or non-profits.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Upon completion of the major in Integrated Environmental Science students will demonstrate:

1. Knowledge of the Structure and Function of Ecological Systems
2. Knowledge of the Structure and Function of Geochemical Systems
3. Knowledge of the Structure and Function of Human Systems
4. Knowledge of the Role and Impact of Humans on/within Biological, Geochemical, and Human Systems as Pertains to Environmental Concerns
5. Knowledge and Ability with Regard to the Management and Control of Human Impacts from an Environmental Perspective

Admission to the Program

The B.S. degree program in IES is a restricted major with special admission requirements. Students who wish to enter the IES program are considered to be IES Candidates until they have:

- Completed their Freshman year of General Education courses at BCU (or transferred in a year of General Education coursework) with a grade point average of 2.5 on a four point scale or greater, and
- Passed the Gateway Course for the IES program, ES 241, Principles of Environmental Science, with a grade of "C" or better in both the lecture (ES 241) and laboratory (ESL 241) sections

Once completed, students can declare a Major in IES, take other IES course offerings, and access any available research or field opportunities (including potential associated funding).

Program Requirements

As IES is restricted major, a student must maintain a minimum 2.0 GPA to remain a major in IES and to earn a degree, and must pass all English and SSEM courses (including ES courses) with a grade of "C" or better. An IES student who earns less than a "C" in a listed course and/or receives a GPA below 2.0 will be given a grace period of one retake or one semester to correct the deficiency, or the student will be withdrawn from the degree program. A student may take advantage of a grace period only once during their academic program in IES.

All IES majors are required to complete all ES Departmental Seminars, including the successful completion, presentation, and defense of a research project in their senior year in association with the department's Senior Seminar. The defense will include information and questions covering both the research project and program coursework from their studies at B-CU.

IES majors are required to take and pass a comprehensive examination in integrated environmental science at the end of the first semester of the senior year. The examination will cover the major subject areas for the previous years.

Course Requirements

Refer to the vertical curriculum for additional course requirements:

Bethune-Cookman University

Integrated Environmental Science: Total Semester Hours=125

Freshman Year

First Semester			Second Semester		
EN 131	**College English I***	**3**	**EN 132**	**College English II**	**3**
PE 111	**Physical Ed. Activity****	**1**	BI 240	General Biology III	3
BI 141	**General Biology I**	**3**	BIL 240	General Biology III Lab	1
BIL 141	**General Biology I Lab**	**1**	**FC 111**	**Freshman Seminar II**	**1**
MAT 135	**Pre Calculus**	**3**	CH 141	General Chemistry I	3
FC 110	**Freshman Seminar I**	**1**	CHL 141	General Chemistry I Lab	1
RE 131	**Cultural Literacy**	**3**	MAT 136	Analytical Trigonometry	3
	Total	**15**		**Total**	**15**

Sophomore Year

First Semester			Second Semester		
ES 241	Principles of Environmental Science	3	**SC 230**	**Intro/Oral Communication**	**3**
ESL 241	Principles of Environmental Science Lab	1	ES 334	Microclimatology	3
BI 142	General Biology II	3	ESL 334	Microclimatology Lab	1
BIL 142	General Biology II Lab	1	MAT 260	Statistical Methods	3
MAT 241	Calculus I	4	ES 244	Envir./Ecological Economics	3
MATL 241	Calculus I Lab	0	**RP ____**	**230 Ethics or 239 Logic**	**3**
ES 211	Sophomore Seminar	1			
CH 142	General Chemistry II	3			
CHL 142	General Chemistry II Lab	1			
	Total	**17**		**Total**	**16**

Junior Year

First Semester			Second Semester		
ES 240	Environmental Chemistry	3	ES 246	Environmental Microbiology	3
ESL 240	Environmental Chemistry Lab	1	ESL 246	Environmental Microbiology Lab	1
BI 437	General Ecology	4	ES 346	Coastal Systems	3
BIL 437	General Ecology Lab	0	ESL 346	Coastal Systems Lab	1
PH 251	College Physics	4	ES 332	Environmental Human Ecology	3
PHL 251	College Physics Lab	0	ES 338	Research Methods	3
ES 345	Freshwater Aquatic Systems	3	ES 430	Env. Policy & Risk Mgmt.	3
ESL 345	Freshwater Aquatic Systems Lab	1			
ES 311	Junior Seminar	1			
	Total	**17**		**Total**	**17**

Senior Year

First Semester			Second Semester		
ES 335	GIS & Remote Sensing	3	**HU 231-233**	**Humanities*****	**3**
ESL 335	GIS & Remote Sensing Lab	1	ES 450	Ecosystems	3
ES 233	Environmental Ethics	3	ES 499	Senior Seminar II	1
ES 330	Environmental Regulations	3	**HI 130**	**African American History**	**3**
ES 498	Senior Seminar I	2	**ML 132**	**Modern Language**	**3**
ML 131	**Modern Language**	**3**			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**13**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
Gateway course for this major is in italics; Capstone course for this major is in bold italics.
***Based on your placement testing scores, these courses may require prerequisites which may extend the number of semesters needed to complete degree requirements. These prerequisites do not count towards the IES degree for graduation.**
*****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***
******ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning***
*****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***
****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR INTEGRATED ENVIRONMENTAL SCIENCE

ES 130 - Introduction to Environmental Science 3 semester hours
An introduction to basic concepts concerning the relationships among the physical, chemical, and biological components of the environment, and the impact upon them due to the activities of our own populations. The interaction between humans and the environment will be explored from organismal, ecosystem, and global perspectives.

ES 211 - Sophomore Seminar 1 semester hour
Prerequisite: ES 111 and sophomore standing. Discussions, presentations, and exercises to help students prepare for a future career in environmental fields.

ES 233 - Environmental Ethics 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission. A survey of theoretical ethical perspectives and tools, both religious and philosophical, that can be used to resolve ethical dilemmas in natural resources, resource planning, and environmental management. This course will employ a case-study approach to illuminate the ethics of human relationships when situated within the larger biotic community, with the goal of informing environmentally-focused ethical decision-making.

ES 240 - Environmental Chemistry 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission. Co-requisite: ESL 240LA qualitative and quantitative introduction to the chemistry of environmentally important chemical cycles within the hydrosphere, atmosphere, and lithosphere. Both non-anthropogenic and anthropogenic principles that govern environmental processes will be studied, including ecologically and environmentally important perturbations upon these processes.

ESL 240 - Environmental Chemistry Lab 1 semester hour
Co-requisite: ES 240. Hands-on field and laboratory exercises demonstrating the measurement and quantification/calculation of chemical properties important to environmental issues.

ES 241 - Principles of Environmental Science 3 semester hours
Prerequisite: BI 142 (lecture and lab), MAT 135, EN 131 Co-requisite: ESL 241L. Details of the relationships among the physical, chemical, and biological components of the environment, and the role of our own populations in these processes. The interaction between humans and the environment will be explored in an interdisciplinary fashion from organismal, ecosystem, and global perspectives.

ESL 241 - Principles of Environmental Science Lab 1 semester hours
Co-requisite: ES 241Hands-on field and laboratory exercises in support of the topics introduced in the Principles of Environmental Science course.

ES 244 - Environmental and Ecological Economics 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission An introduction to the economic treatment of two major categories of environmental problems, natural resource depletion and pollution, from the perspectives of traditional environmental economics and the emerging

alternative of ecological economics; both of which have the objective of achieving sustainable economic growth and development (i.e. “sustainable development”).

ES 246 - Environmental Microbiology 3 semester hours
Pre-requisite: ES 241, ESL 241, or instructor permission. Co-requisite: ESL 246L. This course will focus on the interactions that microorganisms have with each other and with their environment. Students will study the vital role of microbes in marine, freshwater and terrestrial ecosystems by exploring the dynamic microbial response to continually-changing environmental conditions. Specific areas of focus include microbial contamination and methods of controlling microbial growth, enzyme and growth kinetics, cell structure and physiology, microbial genetics, and biogeochemical cycles.

ESL 246 - Environmental Microbiology 1 semester hour
Pre-requisite: ES 241, ESL 241, or instructor permission Co-requisite: ES 246. Hands-on field and laboratory exercises illustrating the collection, identification, and behaviors of microbes important to environmental processes and issues.

ES 311 - Junior Seminar 1 semester hour
Pre-requisite: ES 211 and junior standing or greater. Discussions, presentations, and exercises focusing on the basics of data collection and research with a goal of preparing a senior research project proposal.

ES 330 - Environmental Regulations 3 semester hours
Prerequisite: ES 241, ESL 241LA review of the topics, issues, influences, and approaches used to address the political and legal aspects of environmental issues, with an emphasis on the design and application of environmental regulations locally, nationally, and globally.

ES 332 - Environmental Human Ecology 3 semester hours
Pre-requisite: ES 241, ESL 241A survey of the connection and feedback between human systems and the surrounding environment, including efforts to design more environmentally sustainable human systems.

ES 334 - Microclimatology 3 semester hours
Prerequisites: ES 241, ESL 241, MAT 241. Co-requisite: ESL 334L. A study of the atmosphere near the earth’s surface, with particular attention to the interaction of atmospheric phenomena with the surface and things on that surface, including organisms.

ES 334 - Microclimatology Lab 1 semester hour
Co-requisite: ES 334. Hands-on field and laboratory exercises illustrating surficial climatic phenomena, their measurement, and related calculations.

ES 335 - GIS and Remote Sensing 3 semester hours
Prerequisite: ES 241, ESL 241L, or instructor permission Co-requisite: ESL 335L. An introduction to Geographic Information Systems, Remote Sensing, and related geospatial technology, with particular emphasis on their application to environmental issues.

ESL 335 - GIS & Remote Sensing Lab **1 semester hour**
Co-requisite: ES 335. Hands-on field and laboratory exercises demonstrating the collection and application of geographic data useful to environmental issues, including the use of hand-held and remote technologies.

ES 338 - Research Methods **3 semester hours**
Pre-requisite: ES 241, ESL 241, or instructor permission. A study of the steps involved in scientific research, including information collection, hypothesis formulation, proposal design, experimental/statistical design, data analysis and hypothesis testing, and data/sample storage.

ES 345 - Freshwater Aquatic Systems **3 semester hours**
Prerequisite: ES 241, ESL 241Co-requsite: ESL 345L. Pre-requisite or co-requisite: BI 437, BIL 437A study of the properties of water as a substance, the behavior of freshwater systems, and the ecology of the plants and animals that rely on these areas for survival, with an emphasis on an integrated systems perspective.

ESL 345 - Freshwater Aquatic Systems Lab **1 semester hour**
Co-requisite: ES 345. Hands-on field and laboratory exercises exploring the characteristics of freshwater aquatic systems.

ES 346 - Coastal Systems **3 semester hours**
Pre-requisite: ES 241, ESL 241 Co requisites: ESL 346L. Pre-requisite or co-requisite: BI 437, BIL 437A study of the ecology, biology, chemistry, hydrology, and management of coastal habitats, including human interactions and impacts, with an emphasis on an integrated systems perspective.

ESL 346 - Coastal Systems Lab **1 semester hour**
Co-requisite: ESL 346L. Hands-on field and laboratory exercises exploring the characteristics of costal systems.

ES 430 - Environmental Policy and Risk Management **3 semester hours**
Pre-requisite: ES 241, ESL 241, Senior standing as a major in Integrated Environmental Science
A review of the topics, issues, influences, and approaches used to address the political and legal aspects of environmental issues, with an emphasis on methods to identify and manage environmental risk over both the short term and long term.

ES 450 - Ecosystems **3 semester hours**
Pre-requisite: ES 241, ESL 241, Senior standing as a major in Integrated Environmental Science
A project-based service learning capstone course focusing on the complexities of natural systems, the control of human impacts upon them, and the development and achievement of functional goals for their maintenance from interdisciplinary and higher order ecosystem management perspectives.

ES 498 - Senior Seminar I **2 semester hours**
Pre-requisite: ES 311 and Senior standing. Data collection and analysis, and associated meetings and progress reports, related to the completion of the senior research project.

ES 499 - Senior Seminar II **1 semester hour**
Pre-requisite: ES 498 and Senior standing. Data analysis and writing, presentation preparation, and associated meetings and progress reports, culminating in the senior research project presentation and oral exam.

DEPARTMENT OF MATHEMATICS

The Department of Mathematics offers a degree program leading to the Bachelor of Science in mathematics. Students majoring in another discipline may add mathematics as a minor field of emphasis upon completion of 15 semester hours in courses beyond the elementary calculus sequence. For further information regarding the minor, see the Department Chair.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in mathematics, students will demonstrate:

1. Proficiency in basic concepts of algebra.
2. Proficiency in basic concepts of Trigonometry.
3. Proficiency in basic concepts of calculus.
4. Proficiency in core mathematics fields.
5. Ability to read and construct mathematical proofs.
6. Ability to reason in abstract mathematical systems and models.
7. Ability to read new mathematics, formulate mathematical models and arguments, and address real world problems.

Bachelor of Science in Mathematics

The Mathematics major is designed for students interested in mathematics-oriented careers in industry, education, and government, and for those students interested in pursuing advanced studies in mathematics.

Admission to the Program

Admission is through a formal declaration of major and the successful completion of MAT 241 and MAT 242.

Major Requirements

A student must earn a grade of ”C" or higher in all mathematics courses
Mathematics majors must meet their general education science requirements using laboratory science courses at the level of majors in that discipline (BI 141, 141L; CH 141, 141L; or PH 251, 251L)

Mathematics majors are required to take and pass a comprehensive examination in mathematics during the second semester of the senior year. The examination will cover the major subject areas of the curriculum.

Course Requirements: Refer to the Vertical Curriculum on the next page.

2012-2013 **School of Science, Engineering, and Mathematics**

Bethune-Cookman University

Mathematics: Total Semester Hours=120

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 135	**Pre Calculus**	**3**	**MAT 136**	**Analytical Trigonometry**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
RE 131	**Cultural Literacy**	**3**	**PE ____**	**Physical Ed. Activity***	**1**
CS 230	Programming I	3	**BI 141**	**General Biology I**	**3**
CSL 230	Programming I Lab	1	**BIL 141**	**General Biology I Lab**	**1**
			CS 231	Programming II	3
			CSL 231	Programming II Lab	1
	Total	**14**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
HI 130	**African American History**	**3**	**SC 230**	**Intro/Oral Communication**	**3**
ML 131	**Modern Language**	**3**	**HU 231-233**	**Humanities****	**3**
CH 141	General Chemistry I	3	**RP ____**	**RP Elective (200-300 Level)**	**3**
CHL 141	General Chemistry I Lab	1	CH/BI 142	Biology II or Chemistry II	3
MAT 241	Calculus I	3	CHL/BIL 142	Biology II Lab or Chemistry II Lab	1
MATL 241	Calculus I Lab	1	MAT 242	Calculus II	3
			MATL 242	Calculus II Lab	1
	Total	**14**		**Total**	**17**

Junior Year

First Semester			Second Semester		
MAT 331	Calculus III	5	MAT 332	Advanced Calculus	3
MAT 335	Linear Algebra	3	MAT 334	Differential Equations	3
MAT 253	Foundations of Mathematics	3	MAT 337	Probability and Statistics	3
____ ____	Minor Elective	3	____ ____	Minor Elective	3
____ ____	Minor Elective	3	____ ____	Minor Elective	3
	Total	**17**		**Total**	**15**

Senior Year

First Semester			Second Semester		
MAT 498	Senior Seminar	3	MAT 437	Complex Variables	3
MAT 431	Abstract Algebra I	3	MAT 432	Abstract Algebra II	3
MAT 361	Numerical Analysis I	3	MAT 434	Real Analysis I	3
____ ____	Minor Elective	3	MAT 499	Senior Seminar II	3
GRAD 450	University Graduation - UG	0	____ ____	Minor Elective	3
	Total	**12**		**Total**	**15**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***
Math majors must complete the two-semester laboratory science sequence in BI 141 and BI 142, or CH 141 and CH 142, or PH 251 and PH 252. There are six free electives in the math curriculum. Math majors may choose an academic minor (18 to 21 credits) in a field complimenting their long range professional goals. Students may choose a minor from biology, chemistry, computer science, environmental science, physics, accounting, marketting, business (any of the tracks), education, organizational leadership, and so on. See your advisor for assistance with curricular planning for a minor.

COURSE DESCRIPTIONS FOR MATHEMATICS

MAT 131 - Liberal Arts Mathematics 3 semester hours
Prerequisites: An appropriate score on a Bethune-Cookman University mathematics placement test and/or successful in MAT 125 or a grade of "C" or higher in any college level mathematics course. Topics include voting techniques, fair division, apportionment, graph theory, linear and exponential growth, financial mathematics, and history of mathematics. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 132 - College Mathematics 3 semester hours
Prerequisite: An appropriate score on a Bethune-Cookman University mathematics placement test and/or successful in MAT 125 or a grade of "C" or higher in any college level mathematics course. Topics include set theory; symbolic logic; counting principles; probability; statistics; geometry; applications. This course is not intended for students whose program requires preparation for pre-calculus or calculus courses.

MAT 134 - College Algebra 3 semester hours
Prerequisite: An appropriate score on a Bethune-Cookman University mathematics placement test and/or successful in MAT 125 or a grade of "C" or higher in any college level mathematics course. This course is intended to instill critical thinking skills and algebra skills necessary for further studies in mathematics and science. Topics include functions; function properties; graphs; operations on functions; working with a variety equations, functions, and expressions including linear, quadratic, absolute value, radical, exponential, and logarithmic; inverse functions; applications.

MAT 135 - Pre-Calculus 3 semester hours
Prerequisite: Appropriate score on a Bethune-Cookman University mathematics placement test or a grade of C or higher in MAT 134 or equivalent transfer credit or a grade of "C" or higher in any math course numbered MAT 136 or higher. This course is intended to provide algebra skills necessary for Calculus. Topics include exponential, logarithmic, polynomial, and rational functions; polynomial and rational inequalities; systems of equations; sequences and series; induction and the binomial theorem.

MAT 136 - Analytical Trigonometry 3 semester hours
Prerequisite: Appropriate score on a Bethune-Cookman mathematics placement test or a grade of C or higher in MAT 134 or equivalent transfer credit or a grade of "C" or higher in any math course numbered MAT 135 or higher. This course is designed to instill critical thinking skills and technical knowledge in the area of trigonometry. Topics include trigonometric functions, inverse trigonometric functions, trigonometric identities, conditional trigonometric equations, solutions of triangles, vector algebra, polar coordinates, and trigonometric forms of complex numbers.

MAT 141 - College Algebra, Honors 3 semester hours
Prerequisite: Placement through the Honors Program. A course in college algebra, which covers topics that are not generally available to students not enrolled in honors algebra; namely, polynomials, rational expressions, linear and nonlinear equations and inequalities, linear systems of equations and inequalities, complex numbers, radicals, exponents, and graphing. The honors

course differs both in depth and extension by the inclusion of the field axioms of the set of real numbers, the fundamental theorem of algebra, synthetic division, the remainder and factor theorems, exponential and logarithmic functions with applications to the physical and social sciences, and a careful exposition of fundamental concepts. Additional topics in this course may include matrix algebra and linear programming.

MAT 142 - College Mathematics, Honors 3 semester hours
Prerequisite: A grade of "C" or higher in MAT 141. A course in college mathematics that includes sets, logic, counting systems, geometry, probability and statistics. Additional topics in this course may include matrix algebra and linear programming.

MAT 143 - Applied Calculus I, Honors 3 semester hours
Prerequisite: Placement through the Honors Program. This course meets the general education requirement for the first course in mathematics. This course is designed to assist Honors freshmen in the development of a clearer, more precise, and individualistic style in both oral and written concepts of mathematics through intensive study, and practice in efficient mathematics problem-solving and writing techniques. This course includes: polynomial, rational, exponential, logarithmic and trigonometric functions; derivative and integration of trigonometric functions; limits; chain rule. Students are encouraged to investigate mathematical ideas and processes algebraically, numerically, as well as graphically. This course cannot be substituted for MAT 241, MAT 242, or MAB 138.

MAT 144 - Applied Calculus II, Honors 3 semester hours
Prerequisite: A grade of 'C' or higher in MAT 143. This course is a continuation of MAT 143. This course meets the general education requirement for the second course in mathematics. This course includes: graphing and optimization; derivatives of trigonometric, logarithmic and exponential functions; different techniques of integration. This course cannot be substituted for MAT 241, MAT 242, or MAB 138.

MAT 241- Calculus I with Analytic Geometry 3 semester hours
Prerequisite: Appropriate score on a Bethune-Cookman mathematics placement test or a grade of "C" or higher in both MAT 135 and 136, a grade of "C" or higher in both MAT 143 and 144, or equivalent transfer credits in pre-calculus and trigonometry. Co-requisite: MATL 241 Calculus I Lab . This is a first course in Calculus designed to instill critical thinking skills and knowledge of the techniques of calculus. Topics include limits and continuity; derivatives; applications of derivatives; differentiation rules; mean value and intermediate value theorems; extrema; definition and interpretation of the integral; anti-derivatives; fundamental theorem of calculus.

MATL 241 - Calculus I Lab 1 semester hour
Co-requisite: MAT 241 Calculus I with Analytic Geometry. This is a lab course taken concurrently with MAT 241 Calculus I with Analytic Geometry. The emphasis is on problem solving.

MAT 242 - Calculus II with Analytic Geometry 3 semester hours
Prerequisite: Appropriate score on a Bethune-Cookman mathematics placement test or a grade of "C" or higher in MAT 241 or equivalent transfer credit. Co-requisite: MATL 242 Calculus II Lab. This is a second course in Calculus. Topics include methods of integration; applications

of integration; sequences and series; differential equations; parametric equations and polar coordinates.

MATL 242 - Calculus II Lab **1 semester hour**
Co-requisite: MAT 242 Calculus II with Analytic Geometry. This is a lab course taken concurrently with MAT 242 Calculus II with Analytic Geometry. The emphasis is on problem solving.

MAT 253 - Foundations of Mathematics **3 semester hours**
Prerequisite: A grade of "C" or higher in MAT 241 or equivalent. This course is designed to be a bridge to higher level mathematics and to provide critical thinking and proof writing skills through topics such as set theory, algebra, real numbers, and real number topology. Axioms and proofs will be emphasized throughout.

MAT 260 - Practical Statistics **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 134 or MAT 135 or equivalent transfer credit. Introduction to probabilities, independence trails, functions on the sample space; approximations to the binomial distribution; elementary statistics; applications to practical problems from science, social sciences, business, and everyday life, the collection, tabulation, organization and numerical properties of certain phenomena from known numerical properties of similar phenomena.

MAT 300 - History of Mathematics **3 semester hours**
Survey from Babylonian and Egyptian mathematics to 20th century mathematics with emphasis on the development of algebra, geometry, calculus, and number theory. This course is open to majors and non-majors alike.

MAT 331 - Calculus III with Analytic Geometry **5 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 242. Functions of several variables and their graphical representations; vectors; partial derivatives and gradients; optimization; multiple integration; polar, spherical, and cylindrical coordinate systems; curves; vector fields; line integrals; flux integrals.

MAT 332 - Advanced Calculus **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 331. Vector calculus: gradient, divergence, curl; differential operators in orthogonal curvilinear coordinates; line, surface, and volume integrals; Stokes and Green's Theorems; Fourier series; applications.

MAT 334 - Differential Equations **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 242. Methods of solution of ordinary differential equations; linear equations and systems of linear equations; methods which may include: operators, undetermined coefficients, variation of parameters, Laplace transforms, series solutions; and boundary value problems.

MAT 335 - Linear Algebra **3 semester hours**
Pre-requisite A grade of "C" or higher in MAT 242. Uses of vectors and matrices in coordinate geometry, concept of linear independence, finite dimensional vector spaces, sub-space, basis, dimension, linear equations, and matrix manipulation.

MAT 337 - Probability and Statistics **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 242. Continuous sample space; limit theorems, stochastic processes, statistical inference, and statistical methods.

MAT 361 - Numerical Analysis I **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 242 and competence in a programming language suitable for numeric computations (such as C, C++, FORTRAN, JAVA, or PASCAL). Root finding, interpolation and polynomial approximation, numerical differentiation and integration, direct and iterative methods for systems of linear equations.

MAT 362 - Numerical Analysis II **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 361, MAT 334 and MAT 335. Approximation theory, numerical solutions of nonlinear systems, boundary value problems and initial value problems for ordinary differential equations.

MAT 390 - Mathematics for Teachers **3 semester hours**
Structure of number systems, integers, numeration systems elementary number theory, fundamental theory of arithmetic, decimals and real numbers, applications, sets, relations and introductory algebra, metric and nonmetric geometry, introduction to trigonometry, statistics, and probability. A simultaneous development of teaching methods and materials is also included. Not acceptable for credit toward a major in mathematics. MAT 390 may be waived for those students enrolled in the teacher education program who show proficiency in the competencies in this course.

MAT 395 - Cooperative Education/Field Experience **3-6 semester hours**
Work, research, or internship experience at the junior level. Students must have a minimum cumulative grade point average of 3.0 and a minimum grade point average of 3.0 in mathematics. The department chair will determine semester hours credit after the details of placement have been made. The student must register for the course before beginning the internship.

MAT 411 - Mathematics Seminar **3 semester hours**
Prerequisite: Consent of the instructor. Lectures in topics of current interest to be determined by the instructor based upon the needs and interests of the students. This course is generally offered in the fall semester.

MAT 412 - Mathematics Seminar **3 semester hours**
Pre-requisite: Consent of the instructor. Lectures in topics of current interest to be determined by the instructor based upon the needs and interests of the students. This course is generally offered in the spring semester.

MAT 431 - Abstract Algebra I **3 semester hours**
Prerequisite: A grade of "C" or higher in both MAT 331 and MAT 253. This course is an introduction to the basic concepts in abstract algebra. Topics in the two semester sequence include groups, subgroups, group homomorphisms, rings, ring homomorphisms, ideals, quotient rings, polynomial rings, and fields.

MAT 432 - Abstract Algebra II **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 431.This course is a continuation of MAT 431. Continuation topics include groups, subgroups, group homomorphisms, rings, ring homomorphisms, ideals, quotient rings, polynomial rings, and fields.

MAT 434 - Real Analysis I **3 semester hours**
Pre-requisite: A grade of "C" or higher in both MAT 331 and MAT 253. This course is a rigorous treatment of elementary calculus. Topics in the two semester sequence include the completeness of the real numbers, sequences and series, limits and continuity, derivatives, integrals, the Fundamental Theorem of Calculus, sequences and series of functions, convergence, and uniform convergence.

MAT 435 - Real Analysis II **3 semester hours**
Pre-requisites: A grade of "C" or higher in MAT 434. This course is a continuation of MAT 434. Continuation topics include the completeness of the real numbers, sequences and series, limits and continuity, derivatives, integrals, the Fundamental Theorem of Calculus, sequences and series of functions, convergence, and uniform convergence.

MAT 436 - Point Set Topology **3 semester hours**
Prerequisite: A grade of "C" or higher in both MAT 331 and MAT 253. This course is an introduction to topology. Course content includes such topics as topological spaces and their properties; compactness; connectedness; homeomorphisms; separation axioms; metric spaces.

MAT 437 - Complex Variables **3 semester hours**
Pre-requisite: A grade of "C" or higher in MAT 253, MAT 331 and MAT 332. Topics include fundamental properties of complex numbers, analytic functions differentiation and integration theorems, conformal mapping, Taylor and Laurent Series, applications to boundary values problems, residues.

MAT 495 - Cooperative Education/Field Experience **3-6 semester hours**
Work, research, or internship experience at the senior level. Students must have a minimum cumulative grade point average of 3.0 and a minimum grade point average of 3.0 in mathematics. The department chair will determine semester hours credit after the details of placement have been made. The student must register for the course before beginning the internship.

MAT 498 - Senior Seminar I **3 semester hours**
Pre-requisite: Senior standing in mathematics. A "C" or higher in all 200 and 300-level required mathematics courses. Required of all senior mathematics majors. The aim of the seminar is to prepare the student for MAT 499 by giving the student experience in presenting mathematical ideas and in listening critically to the presentations of others. Each student is assigned a faculty student success coach who guides the student in selecting the material to be read. Students will

meet frequently with their student success coach to discuss topics studied. The student will prepare to write a senior paper on the topics and give a public presentation of their work. The student will also review for the senior comprehensive exam.

MAT 499 - Senior Seminar II **3 semester hours**
Pre-requisite: Senior standing in mathematics. A of "C" or higher in all 200 and 300-level required mathematics courses. Required of all senior mathematics and mathematics education majors. The aim of the seminar is to give the student experience in reading mathematical literature, formulating mathematical arguments and models, writing for publication, presenting mathematical ideas and in listening critically to the presentations of others. Each student works with a faculty student success coach who guides the student in selecting project material. Students will meet frequently with their student success coach to discuss the material studied. The student will write a senior paper on the topic and give a public presentation of their work. Students must also pass the senior comprehensive exam.

AREA OF PHYSICS

The Area of Physics is a non-degree granting area which provides service and support courses for completion of general education requirements for non-science majors and backgrounds in physics for students majoring in the sciences. A minor in physics is also offered (see the Area Coordinator for additional information).

COURSE DESCRIPTIONS FOR PHYSICS

PH 224 - Introduction to Earth Science **3 semester hours**
Pre-requisites: EN 132, MAT 132. This course is designed for Education majors only. Topics include earth as a part of the universe, atmosphere, weather, climate, geologic structures and the earth's interior, ocean waters and environment, plate tectonics, earth resources, the earth history, the unified theory of earth.

PH 228 - Introduction to Astronomy **3 semester hours**
Pre-requisite: EN 132 and MAT 132.The principles of physics are applied to gain knowledge about planets, stars, galaxies and the universe.

PH 230 - Physical Science **3 semester hours**
Pre-requisite: EN 132 and MAT 131, MAT 132 or MAB 132. This lecture-demonstration-laboratory course is designed to provide non-science majors the concepts and principles of the physical aspects of natural sciences. The hands-on experiments will give students a feeling for the workings of sciences. The topics are selected from physics, chemistry, astronomy, geology or meteorology. The role of physical sciences and technology in the framework of contemporary society is emphasized.

PH 240 - Physical Science (For Honors only) 3 semester hours
Pre-requisite: EN 131 and MAT 132. The course offers in-depth review of the basic scientific principles and concepts of the physical world. This includes the concepts of matter, motion, forces, and energy and their applications in everyday life. Students are expected to possess strong algebra skills. The class is highly laboratory and project oriented.

PH 241 - General Physics I 4 semester hours
Pre-requisite: MAT 135 and MAT 136. Co-requisite: PHL 241L Lecture/ laboratory course covering the fundamental principles of physics based on elementary algebra and trigonometry. It covers vectors, laws of motion, concepts of work and energy, elastic properties of matter, waves and sound, and thermodynamics.

PHL 241 - General Physics I Laboratory 0 semester hours
Pre-requisites: PH 241 and PH 241L. Co-requisite: PH 242. Laboratory course to be taken concurrently with PH 241. Includes experiments and demonstrations which support topics in the lecture portion of the course.

PH 242 - General Physics II 4 semester hours
Prerequisite: PH 241. Co-requisite: PHL 242LThis course is a continuation of PH 241. Topics include electrostatics, magnetism, geometrical and physical properties of light, and some topics in modern physics. This course includes a laboratory component.

PHL 242 - College Physics II Laboratory 0 semester hours
Pre-requisites: PH 241 and PH 241L. Co-requisite: PH 242. Laboratory course to be taken concurrently with PH 242. Includes experiments and demonstrations which support topics in the lecture portion of the course.

PH 251 - College Physics I 4 semester hours
Prerequisite: MAT 242. Co-requisite: PHL 251L.The beginning of a sequence designed for physics and others who require a calculus-based introductory physics. The topics include kinematics, dynamics including waves and sound, and heat and thermodynamics.

PHL 251 - College Physics I Laboratory 1 semester hour
Co-requisite: PH 251. Co-requisite: PH 251.Experiments in mechanics, waves, sound, and heat. To be taken concurrently with PH 251.

PH 252 - College Physics II 3 semester hours
Pre-requisite: PH 251 and PH 251L. Co-requisite: PH 252L.The course is the continuation of College Physics I. Includes the study of electric and magnetic fields; DC and AC circuits, electromagnetic waves, and optics.

PHL 252 - College Physics II Laboratory 1 semester hours
Pre-requisites: PH 251 and PH 251L. Co-requisite: PH 252. Laboratory course to be taken concurrently with PH 251 includes experiments in electricity, magnetism and light.

PH 320 - Mathematical Physics **3 semester hours**
Prerequisite: MAT 334, PH 252 and PH 252L. A treatment of several topics in mathematics of special importance in physics. The topics include vector and tensor analysis, integration in complex plane, boundary value problems, partial differential equations, orthogonal functions and Fourier Transform methods. Emphasis on the physical interpretation of problem solution.

PH 430 - Biophysics **3 semester hours**
Prerequisite: PH 252, PH 252L, BI 142 and CH 242. Topics considered include the levels of organization within biological systems, flow of energy in living things with an introduction to thermodynamics systems, utilized in biological research; and an introduction to the physical techniques used in the study of biological systems.

PH 431 - Electromagnetism I **3 semester hours**
Prerequisite: PH 252 and PH 252L.An intermediate course in the study of electric fields and electric potentials; electric current and magnetic fields; solutions to Maxwell's equations; plane waves, polarization, propagation in media, refraction and dispersion.

PH 432 - Electromagnetism II **3 semester hours**
Prerequisite: PH 431.A continuation of Electricity and Magnetism I, including the study of electromagnetic induction, linear networks, dielectric and magnetic materials, Maxwell's equations and electromagnetic waves.

The School of Education offers a degree leading to the Bachelor of Science in Biology Education. The major is offered in cooperation with the School of Science, Engineering, and Mathematics.

SCHOOL OF SOCIAL SCIENCES

The School of Social Sciences offers programs and experiences designed to develop individual abilities and prepare students for graduate school, professional studies and 21st century careers in education, research, social and public services, law, international relations, government, homeland security and the criminal justice system.

OFFERINGS

1. **Degree of Bachelor of Arts in the following areas:**

   History
   International Studies
   Political Science
   Sociology

2. **Degree of Bachelor of Science in the following areas:**

   Criminal Justice
   Gerontology
   Psychology

3. **Minors in the following areas:**

   Africana Social Sciences
   Gerontology Certificate
   Certified Addiction Professional Studies (CAPS)
   Criminal Justice
   International Affairs
   International Studies
   Paralegal Certificate
   Political Science
   Pre-Law
   Psychology
   Public Administration
   Social Work
   Sociology
   Women and Gender Studies

4. **Other Programs:**
   ROTC

ADMISSION REQUIREMENTS

Admission to all majors in the School of Social Sciences includes:

1. Application to the major
2. Candidate statement
3. A minimum grade point average of 2.5

4. Completed at least 39 college credit hours including EN 132, MA 132, & RE 131. A computer literacy course is also preferred (SS 150, SS 240, or CS 132).
5. A Candidate Disposition Form
6. A Referral from the Retention Adviser

OBJECTIVES AND GENERAL REQUIREMENTS

All students enrolled in majors in the social sciences are required to satisfy competency in computer technology. This requirement can be fulfilled by enrolling in SS 150, SS 240 or CS 132.

The school seeks to promote the following:

1. Development of critical thinking and logical reasoning.
2. Encouragement of inquiry and the appreciation of problem solving techniques that is necessary in the scientific method.

General Requirements for students include the following:

1. Successful completion of all courses in the major with a minimum grade of C or better.
2. Cultivation of concepts expressed by historians and social scientists.
3. Competence in research projects.
4. Awareness and clarification of values.
5. Strengthening of communication and decision-making skills.
6. Enrichment of critical thinking through interdisciplinary courses.
7. Promotion of career opportunities through internships and scholarships.
8. Provision for student tutoring.
9. Involvement of students with faculty in study and discussion of academic and social concerns on the campus and in the community.
10. Encouragement of continuing formal and informal study.
11. Familiarization of students with scholars and masterpieces in major and minor offerings.
12. Consultation with the major student success coach on a regular basis.
13. Knowledge of the requisites for graduation in the major field.
14. An area comprehensive examination with a passing score.
15. A senior research paper demonstrating mastery of the research topics, and an oral defense of the paper before a committee. Students must pass EN 131 or 132 to enroll in senior seminar.
16. A minimum GPA of 2.00 in major.

GENERAL SOCIAL SCIENCES COURSES

The School offers a number of general social sciences courses which may be taken by students from any of the major areas of study. The general social sciences courses are as follows:

SS 130 - Introduction to the Social Sciences
SS 150 - Computer Applications for the Social Sciences
SS 210 - Human Geography
SS 211 - Leadership Seminar
SS 212 - Leadership Seminar
SS 220 - Physical Geography
SS 230 - World Regional Geography
SS 239 - Statistics for Social Science Research
SS 240 - Introduction to Data Processing and Analysis
SS 300 - Pre-Law Orientation
SS 313 - Leadership Seminar
SS 333 - Techniques of Social Science Research
SS 337 - Topics in Legal Studies
SS 360 - Special Methods of Teaching Social Science
SS 390 - A, B, C, D - Study Abroad
SS 490 - A, B, C, D - Internship Abroad

COURSE DESCRIPTIONS FOR SOCIAL SCIENCES

SS 130 - Introduction to the Social Sciences 3 semester hours
An introduction to the social science disciplines and analysis of national and international problems from an interdisciplinary perspective.

SS 150 - Computer Applications for the Social Sciences 3 semester hours
The course is an introductory course to establish basic, intermediary and advanced computer skills using contemporary software. File management techniques, word processing, spread sheeting, database management, presentation design and development, and electronic communications are taught in the course.

SS 210 - Human Geography 3 semester hours
A study of the human relationship with the geographical environment including attempts to change, exploit, and preserve the environment. Particular emphasis is given to the impact of geography on developed and developing nations.

SS 211 - Leadership Seminar 1 semester hour
Using leadership principles as a foundation these courses are designed to prepare students in professional presence, career development, and graduate school.

SS 212 - Leadership Seminar 1 semester hour
Using leadership principles as a foundation these courses are designed to prepare students in professional presence, career development, and graduate school.

SS 220 - Physical Geography 3 semester hours
A study of humanity's use, development, and misuse of natural resources including the management, conservation, and depletion of these resources, with special attention given to the resources of the United States.

SS 230 - World Regional Geography 3 semester hours
A course designed to expose students to the resources utilized throughout the world as a source of regional economic function and how these resources affect the political and social components of these regions.

SS 239 - Statistics for Social Science Research 3 semester hours
Prerequisite: MA 131. An introduction to the statistical principles which will be found useful in social science research. Topics covered include frequency distributions, measures of central tendency, elementary probability theory, chi square, variances, and correlation.

SS 240 - Introduction to Data Processing and Analysis 3 semester hours
Prerequisite: SS 239. The fundamentals of SPSS (Statistical Package for the Social Sciences) used in data processing and analysis for the social sciences.

SS 300 - Pre-Law Orientation 3 semester hours
A course designed to prepare students to pass the Law School Admissions Test (LSAT). Emphasis also is placed on acquainting students with the basic nature and functions of the law profession.

SS 313 - Leadership Seminar 1 semester hour
Using leadership principles as a foundation these courses are designed to prepare students in professional presence, career development, and graduate school.

SS 333 - Techniques of Social Science Research 3 semester hours
Prerequisite: Background in basic mathematics, statistics, or by permission of the instructor. An examination of the basic principles and approaches in social science research, theory construction, and proposal writing.

SS 337 - Topics in Legal Studies 3 semester hours
An examination of selected topics and issues related to the American legal system from a social science perspective. Topics vary based on the instructor.

SS 390 A,B,C,D - Study Abroad 6,9,12,15 semester hours
Prerequisites: Admitted to upper School. A study abroad of cultural experiences related to theory learned in major courses.

SS 490 A,B,C,D - Internship Abroad 6,9,12,15 semester hours
Prerequisites: Admitted to upper School. Designed to provide students with opportunities for practical experience in various international arenas.

DEPARTMENT OF CRIMINAL JUSTICE AND LEGAL STUDIES

The emphasis of the Bachelor of Science degree program in criminal justice consists of research, administration of justice, law enforcement, adjudication, corrections, criminology and juvenile justice processes. Legal Studies is an interdisciplinary major that engages the meanings, values and practices of law and equity. The major is designed to stimulate critical thinking and inquiry. An internship/field experience component offers students the opportunity to assess their interests and acquire practical experience while earning college credits. Cognates and other liberal arts electives provide students with the opportunity to acquire a broad based education by taking courses in other degree granting academic departments. Minors in criminal justice and pre-law are also available. A Paralegal certificate is also available for students that are interested in law.

Bachelor of Science in Criminal Justice

The primary objective of the criminal justice program is to provide students with a curriculum that would qualify them to assume administrative, research and other professional positions in the criminal justice system. Courses offered in the program are designed to teach students how to develop and apply knowledge and critical thinking to current situations in our pluralistic society.

Admission to the Program

Admission is through filing of a formal application for a major, after completion of General Education requirements.

Major Requirements

Pass all criminal justice courses with a grade of "C" or higher.

Criminal Justice Minor

The minor consists of 15 semester hours of criminal justice courses plus three semester hours of open electives, all of which must be completed at Bethune-Cookman University.

Course Requirements 18 hours

- CJ 131 - Introduction to Criminal Justice
- CJ 205 - Criminal Law
- CJ 216 - Criminal Procedure
- CJ 337 – Law Enforcement
- CJ 389 - Criminology
- CJ 461 - Juvenile Justice

Pre-Law Minor

- Elective*

Course Requirements for Pre-Law Minor 18 credit hours

- EN240 Advanced Composition
- EN 250 Technical Communication
- CJ216 Criminal Procedure
- RP 239 Logic
- SS300 Pre-Law Orientation
- Open Elective (200 level or above)

Notes: ***Choose one of the following for the above open elective requirement.**

- SS337 Topics in Legal Studies
- BA231 Micro Economics
- BA232 Macro Economics
- CJ 206 Ethics Crime and Justice
- HI 333 Survey of European History
- POL230 American Government
- POL236 State and Local Government
- POL335 American Constitutional Law
- PS 325 Abnormal Psychology
- SO344 Sociology of Deviant Behavior

Major Course Requirements for Criminal Justice

Pass all major courses with a grade of "C" or higher. Refer to the Vertical Curriculum below.

Paralegal Certificate-18 credit hours

- LS 301 Legal Research and Writing I
- LS 302 Legal Research and Writing II
- LS 305 Employment Law
- CJ 310 Adjudication and Legal Terminology
- POL 335 American Constitutional Law
- BA 234 Business Law I

Certificates will be issued after conferring of the degree

2012-2013 **School of Social Sciences**

Bethune-Cookman University

Criminal Justice: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**		**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**		**3**	**MAT 132**	**College Math**		**3**
FC 110	**Freshman Seminar I**		**1**	**FC 111**	**Freshman Seminar II**		**1**
HI 130	**African American History**		**3**	**BI 131**	**General Biology I**		**3**
____ ____	SS or SO Elective		3	**BIL 131**	**General Biology I Lab**		**0**
PE ____	**PE Activity* or MUB**		**1**	CJ 131	Intro to Criminal Justice		3
RE 131	**Cultural Literacy#**		**3**	RP ____	RP Elective (200-300 Level)		3
		Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
SC 230	**Intro/Oral Communication**		**3**	**ML ____**	**Modern Language**		**3**
____ ____	**Physical Science****		**3**	**HU ____**	**Humanities*****		**3**
____ ____	Choose: SS 150, 240, or CS 132		3	CJ 205	Criminal Law		**3**
CJ ____	CJ Elective (200 Level)		3	CJ ____	CJ Elective (200 Level)		3
____ ____	Free Elective		3	____ ____	Free Elective		3
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
CJ 216	Criminal Procedure		3	CJ 337	Law Enforcement		3
SS 239	Intro to Statistics		3	CJ 389	Criminology		3
CJ 327	Corrections		3	EN 240	Advanced Composition		3
CJ ____	CJ Elective (300 Level)		3	CJ ____	CJ Elective (300 Level)		3
____ ____	Free Elective		3	____ ____	Free Elective		3
		Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
CJ 461	Juvenile Justice		3	CJ 499	Senior Seminar in CJ		3
CJ 498	Methodologies and Research		3	CJ ____	CJ Elective (300-400 Level)		3
CJ ____	CJ Elective (300 Level)		3	CJ ____	CJ Elective (300-400 Level)		3
CJ ____	CJ Elective (300-400 Level)		3	CJ ____	CJ Elective (300-400 Level)		3
____ ____	Free Elective		3				
GRAD 450	University Graduation - UG		0				
		Total	**15**			**Total**	**12**

General Education Courses are in Bold

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

#Students will be allowed to substitute RE 260 with RE 131

****MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.***

***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**

****ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)***

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, and PH 228 Intro to Astronomy.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

(All CJ courses require a passing grade of "C" or above)

COURSE DESCRIPTIONS FOR CRIMINAL JUSTICE

CJ 131 - Introduction to Criminal Justice 3 semester hours
Prerequisites: EN 131 and EN 132 or permission of instructor. An introductory analysis of crime and the criminal justice system. Emphasis will be on the nature, scope, history and development of criminal justice. Overview of criminal justice in the United States, and examination of issues that influence decisions, functions and processes in the criminal justice system.

CJ 205 - Criminal Law 3 semester hours
Prerequisite: CJ 131 or permission of the instructor. Definition of law and crime, sources of criminal law, general principles and theories of criminal law, defenses to criminal liability, theories and philosophies of punishment. A study of criminal litigation.

CJ 206 - Ethics, Crime and Justice 3 semester hours
Examination of ethical issues and ramifications of ethnicity, race and class in social control and criminal justice administration. A study of moral and ethical behaviors designed to provide direction for policy formulation and implementation.

CJ 216 - Criminal Procedure 3 semester hours
Prerequisite: CJ 205 or permission of instructor. A study of the United States Constitution, strategies of judicial politics, substantive and procedural requirements and guidelines in the criminal justice process.

CJ 230 - Introduction to Private Security 3 semester hours
Prerequisite: CJ 131. Deals with various aspects of basic and legal issues in private and homeland security.

CJ 233 - Substance Abuse 3 semester hours
Prerequisite: CJ 131. A study of various substances that are currently being abused, the impact of abuse on crime, as well as an examination of strategies used by criminal justice agencies to prevent addiction. A study of theories and research on addiction.

CJ 305 - Crime and the Elderly 3 semester hours
An examination of the role of the elderly as victims, offenders, and practitioners in the criminal justice system, including a study of other gerontological issues.

CJ 310 – Adjudication and Legal Terminology 3 semester hours
Prerequisites: CJ 205, CJ 216. Study of contemporary issues involved in adversarial process in the criminal justice system. A discussion of the utilization of evidence in jury and non-jury trials and various fact finding procedures in the criminal justice system will also be included.

CJ 316 - Criminal Justice Management 3 semester hours
Prerequisite: CJ 131. A study of the nature of bureaucracy, basic theories, functions, principles and practices of administration. An examination of issues of leadership, and personnel management of agencies in the criminal justice system.

CJ 320 - Women and the Criminal Justice System 3 semester hours
Prerequisites: CJ 131, CJ 389. An examination of the roles and experiences of women as victims, offenders and practitioners in the criminal justice system. A study of the impact of gender issues in criminal justice.

CJ 325 - International Criminal Justice 3 semester hours
Prerequisite: CJ 131. A comparative study of the justice systems of countries other than the United States, including Islamic and Traditional justice systems.

CJ 327 – Corrections 3 semester hours
Prerequisites: CJ 131, CJ 205 or permission of instructor. An overview of the correctional subsystem. An examination of current issues in custodial and noncustodial corrections.

CJ 331 - Principles of Criminal Investigation 3 semester hours
Prerequisite: CJ 337. Study of historical development, theory, and application of scientific methodology in the investigation of crime.

CJ 332 - Security Management 3 semester hours
Prerequisite: CJ 230. Deals with various aspects of organizational principles, policies, and legal issues in private security management. A discussion of modern security administration including homeland security, retail security, utility security, computer security, and other security situations.

CJ 334 - Counseling and Interviewing 3 semester hours
Prerequisite: CJ 131. An overview of contemporary techniques, philosophies and issues involved in counseling and interviewing voluntary, involuntary and resistant clients of the criminal justice system.

CJ 337 - Law Enforcement 3 semester hours
Prerequisites: CJ 205, CJ 216. or permission of instructor. An overview of the history, organization, management, legal and policy issues, professionalism, performance and accountability of public law enforcement agencies.

CJ 351 - Forensic Science 3 semester hours
Prerequisites: CJ 131, CJ 337. An overview of issues involved in the application of science in the collection, identification preservation and utilization of evidence in the criminal justice system.

CJ 360 - Victimology 3 semester hours
Prerequisites: CJ 131, CJ 205, CJ 216. Examines the impact of crime on victims; including but not limited to the emotional, physical, financial and psychological effects. Examines resources for victims and methods to assist or deal with victims of crime.

CJ 389 - Criminology 3 semester hours
Prerequisite: CJ 205 or permission of instructor. A study of the theories of crime and criminal behavior, the causes of crime, typologies, measurement techniques, prevention, and societal reactions to crime.

CJ 406 - Probation and Parole 3 semester hours
Prerequisites: CJ 205, CJ 316, CJ 327. Junior or senior level. An examination of the historical development, decision making processes and management of community intervention and treatment programs.

CJ 435 - Treatment of Drug Addiction 3 semester hours
Prerequisites: CJ 131, CJ 233. Junior or senior level. A study of contemporary strategies for control and treatment of drug dependency. Specially designed for students interested in working as criminal justice addiction professionals. Will involve some practical experience in treatment facilities.

CJ 436 - Deprivation of Liberty 3 semester hours
Prerequisite: CJ 205. A study of the evolution of the rights of persons under correctional control, including major court decisions and recent changes in correctional philosophies and techniques.

CJ 461 - Juvenile Justice 3 semester hours
Prerequisites: CJ 131, CJ 205, CJ 216, CJ 389. Junior or senior level. A study of the history of juvenile justice, juvenile justice programs and the juvenile justice system. An examination of the nature and extent of delinquency, and impact of court decisions on juvenile justice issues and services.

CJ 480 - Topics in Criminal Justice 3 semester hours
Prerequisites: CJ 131, CJ 205, CJ 389. Junior or senior level. A workshop or seminar. Study of selected current topics and issues of public concern, and examination of their impact on the functions and roles of various agencies in the criminal justice system.

CJ 490 A,B,C,D - Field Experience/Internship 6, 9, 12, 15 semester hours
Prerequisite: Approval of department chair for criminal justice. For advanced students in the criminal justice program who have completed 92 semester hours or more. Students who register for 12 to 15 hours must complete all major requirements and have a GPA of not less than 2.0 prior to registration. Designed to provide students with opportunity for practical experience in various criminal justice agencies. Students can only complete 15 hours maximum.

CJ 498 - Methodologies and Research Writing 3 semester hours
Prerequisite: SS 239, EN 240, and acquired 100 semester hours or more. This course is designed to assist seniors majoring in criminal justice with writing a successful research paper as well as assisting in preparation for the defense of the paper. This course is an examination of the basic principles and approaches in social science research, theory construction, and research writing. Upon completion of this course, the student will be able to research scholarly data from various sources and form a well written research paper.

CJ 499 - Senior Seminar in Criminal Justice 3 semester hours
Prerequisite: CJ 498. Review of required criminal justice courses, passing of a comprehensive/ exit examination, and successful defense of a research paper developed by the student in CJ 498.

COURSE DESCRIPTIONS FOR LEGAL STUDIES

LS 301- Legal Research and Writing I **3 semester hours**

Prerequisite: EN 131 and EN 132. This course introduces students with the basics of legal research. Students learn how to locate and analyze case and statutory law and apply it to a set of facts. Legal citation, legal precedent and fundamental grammar skills will also be introduced. Students will also be introduced to computer-assisted legal research to prepare them write various law office documents.

LS 302-Legal Research and Writing II **3 semester hours**

Prerequisite: LS 301. Students continue to research and analyze judicial opinions and statutory rules and apply them to fact patterns. Students complete written assignments involving independent legal research and participate in an oral advocacy exercise.

LS 305-Employment Law **3 semester hours**

Prerequisite: EN 131 and EN 132. This course provides a survey of the common law and statutory principles that affect modern employment, Federal and State regulation of the employment relationship. The course will cover doctrine, as well as policy and practical considerations. This course is intended to provide an overview and survey of the field, and will include alternative dispute and arbitration practices.

DEPARTMENT OF GERONTOLOGY

The Department of Gerontology offers the Bachelor of Science in gerontology.

Bachelor of Science in Gerontology

The Bachelor of Science degree program in gerontology focuses on the human aging process and aged human populations, using the knowledge and methodologies of the social sciences, psychology and the biological and health sciences. It includes instruction through a multidisciplinary approach to develop, transmit, and apply gerontology knowledge to current and future issues of our aging society. With a bachelor's degree in gerontology, students are prepared for graduate study, whereby they may assume administrative and research positions. Also, a Bachelor of Science degree prepares students for employment in community and government agencies, retirement communities, and the aging network of agencies.

Gerontology Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements

Gerontology 9 hours

- GR 310 - Cellular and Physiologic Aspects of Aging
- GR 335 - Minority Aging
- GR 390 - Psychology of Aging

Gerontology Practicum 6 hours

- GR 490 - Gerontology Practicum

Sociology 3 hours

- SOG 337 - Death and Dying

Major Requirements

A grade of “C” or higher must be earned in all major courses. Refer to the Vertical Curriculum.

2012-2013 **School of Social Sciences**

Bethune-Cookman University

Gerontology: Total Semester Hours=120 (Non-Science Vertical Curriculum)

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
BI 131	**General Biology I**	**3**	**HI 130**	**African American History**	**3**
BIL 131	**General Biology I Lab**	**0**	**FC 111**	**Freshman Seminar II**	**1**
FC 110	**Freshman Seminar I**	**1**	**PE ____**	**PE Activity***	**1**
SO 131	Intro to Sociology **or**	3	**ML 131**	**Modern Language**	**3**
SS 130	Intro to Social Sciences		**RP 200-300**	**Religion & Philosophy**	**3**
RE 131	**Cultural Literacy**	**3**			
	Total	**16**		**Total**	**17**

Sophomore Year

First Semester			Second Semester		
SC 230	**Intro/Oral Communication**	**3**	GR 240	Social & Cultural Aspects of Aging	3
HU 231-233	**Humanities****	**3**	PS 231	General Psychology	3
PH 230	**Physical Science**	**3**	CS 132	Computer Applications **or**	3
ML 132	**Modern Language**	**3**	SS 150	Computer Appl. for the Soc. Sci **or**	
GR 231	Intro to Gerontology	3	SS 240	Intro/Data Processing and Analysis	
			PS 236	Developmental Psychology	3
			GR 230	Nutrition	3
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
GR 310	Cellular Aspects of Age	3	PS 441	Psychology of Aging	3
GR 335	Minority Aging	3	SS 333	Techniques	3
SS 239	Intro to Statistics	3	GR 340	Organization & Management	3
RP 230	Ethics	3	____ ____	Gerentology Elective	3
PS 325	Abnormal Behavior PSY	3	____ ____	Free Elective	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
GR 492	Gerentological Research & Planning	3	GR 490	Ger. Practicum (6 hours required)	6-12
GR 380	End of Life Issues **or**	3	GR 499	Senior Seminar	3
RP 434	Death & Immortality		GR 420	Seminar in Gerentology II	3
____ ____	Free Elective	3			
____ ____	Free Elective	3			
____ ____	Gerontology Elective	3			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.
***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR GERONTOLOGY

GR 230 - Nutrition in Health and Disease 3 semester hours
Prerequisites: GR 231 or permission of instructor. The study of normal nutrition as it relates to the life span. The physiological, psychosocial and cultural aspects of nutrition and the interrelationship with disease.

GR 231 - Introduction to Gerontology 3 semester hours
An overview of the social science of gerontology including age changes, age differences, period effects, and psychosocial changes of aging as well as elderly adaptation to retirement, leisure pursuits, finances, societal disengagement and independency/dependency. Gerontologic research design and issues. Emphasis is on a holistic, preventive approach to the study of gerontology and to providing services for the well and non-well elderly.

GR 310 - Cellular and Physiologic Aspects of Aging 3 semester hours
Prerequisites: BI 131, CH 141 or permission of instructor. An initial overview of the biological foundations for life, and the effects of aging upon the body's anatomical/physiological systems. In-depth coverage of the various theories of senescence including wear and tear theory, rate-of-living theory, mutation theory, and error theory. Emphasis is on the effects of senescence upon the functioning of the body's immune, renal, neural, and cardiovascular systems.

GR 335 - Minority Aging 3 semester hours
Perquisites: GR 230, GR 231, GR 310 or permission of instructor. This course focuses on the historical, demographic and socioeconomic profiles of minority elderly. It examines major problems encountered by minority elderly persons with a review of issues such as income, health, housing, and transportation. It also covers unique aspects of minority religiosity, family ties, language barriers, coping behavior, and population distribution.

GR 350 - Seminar in Gerontology 3 semester hours
GR 230, GR 231, GR 310, GR 335 or permission of instructor. This course provides an overview of the past, present and future issues on aging. Issues to be covered include economics of aging, elderly abuse, suicide among the elderly, elderly in the media, etc.

GR 390 - Psychology of Aging 3 semester hours
Prerequisites: SO 131, PS 230 or permission of the instructor, and GR 231. The effects of senescence and adaptation to such effects on the psychological variables of sensory and perceptual processes, psychomotor performance, personality, socialization and primary and secondary relationships. Psychosocial adaptation of the elderly to death and dying, bereavement, widowhood, and theology. Emphasis is on a holistic, preventive approach to the psychosocial aspects of aging for both well and non-well elderly. Emphasis is on psychosocial aspects of aging indigenous to blacks.

GR 420 - Seminar in Gerontology II 3 semester hours
Prerequisites: GR 230, GR 231, GR 310, GR 350, or permission of instructor. This course examines the needs and coping patterns of the aged. The issues covered in this course include aging and changing living situations in the family, health and health care of the aged, retirement

as a social institution and process, religion as a vital aspect of aging, social service provision in the aging network and the possible future trends.

GR 490 - Gerontology Practicum 3, 6, 12, 15 semester hours
Prerequisites: GR 310/MT 310, GR 350/NU 350, GR 390/ PSA 441, GR 231, GR492. Students are assigned to federal, state, and local agencies, health care facilities, and/or community/social welfare programs dealing with an aged clientele for 10 to 15 hours per week. Designed as a cumulative, culminating experience in preparing students to assume advocacy, health care provider, coordination and leadership roles in the provision of services for well and non-well elderly. Designed in accordance with the practicum goals and objectives as determined jointly between the student and the department chair.

GR 499 - Senior Seminar/Original Thesis 3 semester hours
Prerequisites: EN 131, 132, SS 239, 333. This course offers all gerontology students the opportunity to apply the scientific method in research, present in writing, and orally defend an empirical research report on aging. Also, a comprehensive review of course work is conducted for the exit examination in gerontology.

DEPARTMENT OF HISTORY

The Department of History offers a degree program leading to the Bachelor of Arts in History. Students may also minor in History or Africana Social Sciences.

Bachelor of Arts in History

The Bachelor of Arts in History program focuses on the general study and interpretation of the past, including the process of gathering, recording, synthesizing and criticizing evidence and theories about the history of humankind in particular civilizations, cultures and societies. Students are encouraged to follow either the U.S. History track or the International History track, but may select courses from either track. Interdisciplinary and research-based coursework prepares History Department to pursue graduate studies or a variety of careers in education, government, foreign service, law, research, communications, editing, archival or library sciences.

History Major Requirements

General Education Courses:	**39 hours**
Required History Foundation Courses:	**21 hours**
Courses from History Track 1 or 2:	**36 hours**
General Elective Courses:	**21 hours**
Computer Applications course:	**3 hours**

History Foundation Courses: (21 hrs.)

HI 131: World History I

HI 132: World History II

HI 231: U.S. History to 1865

HI 232: U.S. History Since 1865

HI 260: Historiography & Historical Methods

HI 480: Historical Research

HI 499: Senior Seminar

Courses from History Track: (36 hrs.)

Students are encouraged to follow either the U.S. History track or the International History Track, but may select courses from either track.

U.S. History Track	International History Track
HI 233: African Am. History to 1865	HI 153: Survey of Chinese History, Language and Culture
HI 234: African Am. History Since 1865	HI 250: Survey of African History
HI 235: Florida History	HI 325: History of Women in Contemp. Africa
HI 253: Oral History	HI 333: Europe I
HI 320: History of Women in U.S.	HI 334: Europe II
HI 337: Topics in History	HI 335: History of West Africa
HI 337A: Topics in Africana History	HI 336: History of East Africa
HI 338: Recent U.S. History: 1929 to Pres.	HI 337: Topics in History
HI 349: United States from 1877 to 1929	HIA 337: Topics in Africana History
HI 405: Environmental History	HI 353: Modern Asian Studies
POL 230: American Government	HI 420: Contemporary African Studies
POL 236: State and Local Government	HI 431: History of Latin America & Caribbean

POL 331: Politics of Black Americans	**POL 330: International Politics**
POL 335: American Constitutional Law	**POL 336: Comparative Politics**
POL 351: American Foreign Policy	**POL 346: Third World Politics**
SS 210: Physical Geography	**POL 350: Transnational Concerns**
SS 220: Human Geography	**POL 352: Foreign Policy of Emerging Nations**
SS 230: World Regional Geography	**POL 440: International Political Economy**
HI 490: Field Experience	**SS 230: World Regional Geography**

General Electives: (24 hrs.)

Students may use these hours to pursue a second major, a minor, or select any other courses from the BCU catalog that they find of interest

Africana Social Sciences Minor

Course Requirements 18 hours

- HI 234 - African-American History Since 1865
- HI 250 - Survey of African History
- HIA 337 - Topics in Africana History
- HI 420 - Contemporary African Studies

Electives 6 hours
Choose any two of the following:

- EN 320 - Black American Literature
- HI 233 - African-American History to 1865
- HI 325 - History of Women in Contemporary Africa
- HI 335 - History of West Africa
- HI 336 - History of East Africa
- POL 331 - Politics of Black Americans
- PS 337 - African/Black Psychology
- TA 402 - Black American Drama

History Minor

Course Requirements: 18 hours

Required Courses (12 hours)

- HI 131 - World History I

- HI 231 - United States History to 1865
- HI 232 - United States History Since 1865
- HI 333 - European History I: From 1890 to the Present

History Electives (6 hours)

Students may take any two additional history courses listed in the catalog, with the exception of HI 130.

2012-2013 **School of Social Sciences**

Bethune-Cookman University

History: Total Semester Hours=120

Freshman Year

First Semester			Second Semester		
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
FC 110	**Freshman Seminar I**	**1**	**FC 111**	**Freshman Seminar II**	**1**
HI 130	**African American History**	**3**	**BI 131**	**General Biology I**	**3**
RP ____	**Religion & Philosophy (200/300 Level)**	**3**	**BIL 131**	**General Biology Lab I**	**0**
RE 131	**Cultural Literacy**	**3**	**HU ____**	**Humanities****	**3**
PE ____	**Physical Ed. Activity***	**1**	**ML 131**	**Modern Language**	**3**
	Total	**17**		**Total**	**16**

Sophomore Year

First Semester			Second Semester		
HI 131	World History I	3	HI 132	World History II	3
HI 231	U.S History to 1865	3	**SC 230**	**Intro/Oral Communication**	**3**
HI 260	Historiography & Hist. Methods	3	HI 232	U.S History Since 1865	3
HI ____	History Track Requirement	3	**PH 230**	**Physical Science**	**3**
____ ____	Free Elective	3	SS 150	Computer Apps for Soc. Science	3
	Total	**15**		**Total**	**15**

Junior Year

First Semester			Second Semester		
HI ____	History Track Requirement	3	HI ____	History Track Requirement	3
HI ____	History Track Requirement	3	HI ____	History Track Requirement	3
____ ____	Free Elective	3	____ ____	Free Elective	3
____ ____	Free Elective	3	____ ____	Free Elective	3
____ ____	Free Elective	3	____ ____	Free Elective	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester			Second Semester		
HI ____	History Track Requirement	3	HI ____	History Track Requirement	3
HI ____	History Track Requirement	3	HI ____	History Track Requirement	3
HI ____	History Track Requirement	3	HI ____	History Track Requirement	3
HI ____	History Track Requirement	3	HI 499	Senior Seminar	3
HI 480	Historical Research	3			
GRAD 450	University Graduation - UG	0			
	Total	**15**		**Total**	**12**

General Education Courses Are in Bold

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

COURSE DESCRIPTIONS FOR HISTORY

HI 130 - African American History **3 semester hours**
A survey of the history of African Americans. Consideration is given to the African background; the enslavement of Africans in the Caribbean and in the United States; the efforts of African descendants to achieve freedom and equality after slavery, and significant events of the twentieth century.

HI 131 - World History I **3 semester hours**
A survey of the development of the great civilizations, based on a global perspective from the ancient era to the Renaissance.

HI 132 - World History II **3 semester hours**
A survey of the development of the great civilizations, based on a global perspective from the Renaissance to present.

HI 153 - Survey of Chinese History and Culture **3 semester hours**
An introduction to Chinese culture and language as a foundation for understanding China. The changing historical experiences of the Chinese people are examined, exposing students to the diversity of backgrounds, values, and opinions in China. Chinese history and culture are also explored in relation to other countries and peoples, especially Korea and Japan.

HI 230 - Survey of United States History **3 semester hours**
Prerequisites: EN 131, 132, RE 260.An overview of U.S. history from the colonial era to the present, for non-history majors.

HI 231 - United States History to 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the political, economic, and social factors in the growth of the United States from first human settlement through the Civil War.

HI 232 - United States History Since 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. An examination of the major developments in the United States since the Civil War.

HI 233 - African-American History to 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the experiences of Africans and person of African descent in the western hemisphere from the 15th Century to the Civil War.

HI 234 - African-American History Since 1865 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the experiences of persons of African descent in the United States from the Civil War to the present.

HI 235 - Florida History **3 semester hours**
Prerequisites: EN 131, 132, RE 260. This course is designed to introduce the student to the rich historical heritage of Florida, from the indigenous peoples who inhabited the territory before the Spanish conquest to the present.

HI 250 - Survey of African History **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A survey of the continent of Africa from antiquity through the 20th century.

HI 253 - Oral History **3 semester hours**
Prerequisites: EN131, 132, RE 260. An examination of basic historical research methodology, historiography, critical thinking and logical, concise writing skills based on the collection of spoken memories and personal commentaries of historical significance through the use of interviews.

HI 260 - Historiography and Historical Methods **3 semester hours**
Prerequisites: EN 131. An introduction to the study of history, historical research methods, the theoretical perspectives used by historians, the process of historical writing and the implications of technological change.

HI 320 - History of Women in the United States **3 semester hours**
Prerequisites: EN 131, 132, RE 260. This course is designed to acquaint the student with a knowledge base of the history of women in the United States and to provide discussion on gender basis.

HI 325 - History of Women in Contemporary Africa **3 semester hours**
Prerequisites: EN 131, 132, RE 260. The purpose of this course is to acquaint the students with a broad overview of contemporary Africa and to demonstrate women's roles in its past and their importance in contemporary society.

HI 333 - Europe I: From Mid-18th Century to 1890 **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study of the causes, highlights and consequences of the French Revolution; the Napoleonic Era; the Industrial Revolution; and other main social, political and economic themes from 1815 to 1890 such as nationalism, colonialism, socialism and Social Darwinism.

HI 334 - Europe II: From 1890 to the Present **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A study emphasizing the powers and general aspects of Europe from 1890 to 1914; the origin, nature and results of the First World War; the 1920's; the Great Depression; the advent and dual aspects of Nazism and Communism; the causes, nature and results of the Second World War; Cold War Europe; and the European Unification Movement.

HI 335 - History of West Africa **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A general survey of the cultural and political history of the people of West Africa since 1800.

HI 336 - History of East Africa **3 semester hours**
Prerequisites: EN 131, 132, RE 260. A general survey of the cultural and political history of the people of East Africa since 1800.

HI 337 - Topics in History **3 semester hours**

Prerequisites: EN 131, 132, RE 260. A course that discusses topics of a multidisciplinary nature, taken from an historical perspective. Topics vary from semester to semester, and include an historical analysis of key events and trends in education, science and technology, business, humanities, and the social sciences.

HIA 337 - Topics in Africana History **3 semester hours**

Pre-requisites: EN 131, 132; RE 260; HI 130. This course is designed to discuss topics of a multidisciplinary nature, taken from an historical perspective, specific to the African experience in the Diaspora. Topics vary from semester to semester, and include an historical analysis of key events, trends and personalities in the history of the African Diaspora. HI 338 is open to all eligible students who meet the listed prerequisites and is required for the Minor in Africana Social Sciences.

HI 338: Recent History of the United States–1929 to Present **3 semester hours**

Prerequisites: EN 131, 132, RE 260. A study of the Great Depression and New Deal, World War II, the Cold War, the Korean and Vietnam conflicts, the reform and protest movements of the 1960's, and contemporary events.

HI 349: United States History from 1877 to 1929 **3 semester hours**

Prerequisites: EN 131, 132, RE 260. This course will examine the major events in U.S. history from 1877 to 1929 with special emphasis on labor, politics, race and international relations.

HI 353 - Modern Asian Studies **3 semester hours**

Prerequisites: EN 131, 132, RE 260. An examination of the major social, cultural, economic and political trends in Modern China, Korea, Japan and Southeast Asia, with an emphasis on the primary factors affecting growth and development in the modern era.

HI 405: Environmental History **3 semester hours**

Prerequisites: EN 131, 132, RE 260. An exploration of the interaction of humans with their environment over time. Emphasis will be placed on both the way humans have affected the environment and the way the environment has affected people and their civilizations.

HI 420 - Contemporary African Studies **3 semester hours**

Prerequisites: EN 131, 132, RE 260. A study of selected topics emphasizing international relations. (This course is also listed in the Department of Political Science as POL 420, Contemporary African Studies, and may be taken for credit as a history elective.)

HI 431 - History of Latin America and the Caribbean **3 semester hours**

Prerequisites: EN 131, 132, RE 260. This course reviews the History of Latin America and the Caribbean from the fifteenth century when Columbus landed in the Caribbean until the twentieth century.

HI 480 - Historical Research 3 semester hours

Prerequisites: All general education requirements and core requirements for history major. The purpose of this course is to enhance the student's understanding of historical ideas and methods and to help develop the skills necessary to conduct useful historical research.

HI 490 - Cooperative Education Field Experience 3-12 semester hours

Prerequisites: EN 131, 132, RE 260. Students must have a minimum cumulative grade point average of 2.00. This course offers students the opportunity to gain practical experience in various fields that employ the history degree through a supervised program of study. Offered in 3, 6, 9 and 12 semester hour increments.

HI 499 - Senior Seminar in History 3 semester hours

Prerequisite: All general education requirements and core requirement for history major. This course involves directed readings, discussion and individual student research, in which all History majors must apply the methods of historical research in order to produce an original research thesis, submitted in writing and culminating in an oral defense. Students must also pass a comprehensive exit exam, testing basic historical competencies.

DEPARTMENT OF INTERNATIONAL STUDIES

The Department of International Studies is an interdisciplinary program of studies in the social sciences, business and the humanities. Although study abroad is not required, it is strongly encouraged. A major and minor are offered with the major degree program leading to the Bachelor of Arts in international studies.

Bachelor of Arts in International Studies/ International Affairs

The Bachelor of Arts in international studies is designed to prepare students for graduate study in international affairs and diplomacy, public service and employment in international business, government and international agencies. Although we encourage students to major or minor in the field, the courses are designed to complement any major offered in the University.

Major Requirements

A total of 66 semester hours with a grade of C or better in all major area courses is required in international affairs. A total of 90 hours with a C or better in all major courses in international studies/international business.

INTERNATIONAL STUDIES MINOR

Course Requirements: 24 hours

- ML 231
- ML 232
- BA 231 - Micro Economics
- BA 232 - Macro Economics
- INT 131 - Introduction to International Studies
- MG 470 - International Management
- POL 440 - International Political Economy
- SS 210 - Human Geography

Major Requirements: Refer to the vertical Curriculum on the nest page.

2012-2013 **School of Social Sciences**

Bethune-Cookman University

International Studies/ International Affairs: Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**		**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**		**3**	**MAT 132**	**College Math**		**3**
FC 110	**Freshman Seminar I**		**1**	**FC 111**	**Freshman Seminar II**		**1**
HI 130	**African American History**		**3**	**BI 131**	**General Biology I**		**3**
INT 131	Intro to International Studies		3	**BIL 131**	**General Biology I Lab**		**0**
PE ____	**PE Activity***		**1**	**ML 131**	**Modern Language**		**3**
RE 131	**Cultural Literacy**		**3**	SS 150	Computer Application		3
		Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
PH 224	**Earth Science**		**3**	SS 210	Human Geography		**3**
SC 230	**Intro/Oral Communication**		**3**	**HU ____**	**Humanities****		**3**
ML 132	**Modern Language**		**3**	INT 341	International Development		3
POL 130	Intro to Political Science		3	**RP ____**	**Elective 200-300 Level**		**3**
____ ____	Free Elective		3	POL 340	Third World Politics		3
		Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
SS 239	Statistics for Social Science Research		3	HI 335	History of West Africa **or**		3
ML 231	Modern Language		3	HI 336	History of East Africa		
INT 330	International Politics		3	BA 232	Principles of Economics II		3
INT 343	International Diplomacy		3	POL 352	Foreign Policy of Emerging Nations		3
BA 231	Principles of Economics I		3	ML 232	Modern Language		3
				SS 333	Social Science Research		3
		Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
HI 431	History Latin America/ Caribbean		3	____ ____	International Studies Elective[#]		3
POL 336	Comparative Politics		3	INT 499	Intl. Studies Senior Seminar		3
HI 333	European History		3	POL 440	Intl. Political Economy		3
INT 342	Global Policy Writing		3	MG 470	Intl. Management		3
INT 400	Topics, Writing & Research in International Studies		3	POL 230	American Government		3
GRAD 450	University Graduation - UG		0				
		Total	**15**			**Total**	**15**

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

***ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning**

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

 # International Studies Electives:

INT/POL 350 Transnational Concerns | POL 351 American Foreign Policy | HI 353 Modern Asian Studies | HI 335 History of West Africa | HI 336 History of East Africa

COURSE DESCRIPTIONS FOR INTERNATIONAL STUDIES

INT 131 - Introduction to International Studies 3 semester hours
The purpose of the course is to provide students with an interdisciplinary view of international issues and problems. The course examines the historical, political, social and economic concepts, issues and theories that affect and connect nations.

INT 330 - International Politics 3 semester hours
A study of the geographic, political, economic, and ideological factors, which influence the behavior of nations.

INT 336 - Comparative Politics 3 semester hours
A comparative study of selected political systems of the world.

INT 337 - Topics in International Studies 3 semester hours
A course that discusses topics of a multidisciplinary nature, taken from an international perspective. Topics vary from semester to semester.

INT 340 - Third World Politics 3 semester hours
An analysis of selected political systems in Africa, Asia, and Latin America.

INT 341 - International Development 3 semester hours
A course designed to examine the global significance of the social, political and economic components of development.

INT 342 - Global Policy Writing 3 semester hours
A course that introduces the process of global policy development and the interdependence of the international environment.

INT 343 - Diplomacy 3 semester hours
A course designed to examine the origins of organized diplomacy; models of diplomatic negotiations and diplomatic terminology.

INT 350 - Transitional Concerns 3 semester hours
An analysis of the various problems, which affect the global community and the attempts to resolve them.

INT 351 - American Foreign Policy 3 semester hours
An analysis of the making, implementation, and implications of the foreign policy of the United States.

INT 352 - Foreign Policy of Emerging Nations 3 semester hours
An analysis of the forces that shape the process, implementation and implication of economic political and social policy development by Less Developed Countries (LDC's), and their effect on world order.

INT 400 - Topics, Research and Writing in International Studies 3 semester hours
This class is the platform from which International Studies students will review the principles and techniques for conducting research and complete a Senior Paper Research proposal on a pre-approved International Studies topic.

INT 440 - International Political Economy 3 semester hours
This course analyzes the major issues that both connect and divide national interest from individual self-interest.

INT 499 - Senior Seminar 3 semester hours
Prerequisites: The required courses for the major, EN 131-132, RE 260 Reading, discussion, and directed individual student research and presentation to cover various selected topics in the international arena.

DEPARTMENT OF POLITICAL SCIENCE

The Department of Political Science offers a degree program leading to the Bachelor of Arts in political science and minors in political science, public administration, as well as, international affairs.

Bachelor of Arts in Political Science

The Bachelor of Arts in political science program is designed for students who plan to enter graduate or law school, or who choose to pursue careers in government services at the federal, state and local levels, international affairs and teaching. The department focuses on the systematic study of political institutions and processes. Courses include an overview of political science as a discipline. The field includes instructions in comparative government and politics, American government, state and local government, political parties and interests groups, political science research, transnational concerns and politics, politics of third world countries and political theory.

In addition to the Major Requirements, the political science program offers its majors an opportunity to engage in meaningful field experience in Washington, D.C.; Tallahassee, Florida; and other cities.

International Affairs Minor
Requirements : 18 hours

- POL 330 - International Politics
- POL 336 - Comparative Politics
- POL 340 - Third World Politics
- POL 350 - Transnational Concerns
- POL 351 - American Foreign Policy
  and
- POL 420 - Contemporary African Studies

Political Science Minor
Requirements : 18 hours

Political Science

- Nine (9) semester hours of political science electives
  and
- POL 130 - Introduction to Political Science
- POL 230 - American Government
- POL 236 - State and Local Government

Public Administration Minor
Requirements 18 hours

Public Administration

- Nine (9) semester hours in political science electives
  and
- POL 237 Introduction to Public Administration
- POL 334 Public Personnel Administration
- POL 337 Public Policy Analysis

Major Requirements: Refer to the Vertical Curriculum on the next page

2012-2013 **School of Social Sciences**

Bethune-Cookman University

Political Science: Total Semester Hours=123

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**	
MAT 131	**Math for Liberal Arts**	**3**		**MAT 132**	**College Math**	**3**	
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**	**1**	
HI 130	**African American History**	**3**		**BI 131**	**General Biology I**	**3**	
RE 131	**Cultural Literacy**	**3**		**BIL 131**	**General Biology I Lab**	**0**	
SS 130	Introduction to Social Science	3		POL 130	Introduction to Political Science	3	
PE ____	**Physical Ed. Activity***	**1**		**RP ____**	**Religion & Philosophy (200/300 level)**	**3**	
	Total	**17**			**Total**	**16**	

Sophomore Year

First Semester				Second Semester			
ML 131	**Modern Language**	**3**		**HU ____**	**Humanities*****	**3**	
SC 230	**Intro/Oral Communication**	**3**		POL 237	Introduction to Public Admin	3	
____ ____	**Physical Science****	**3**		ML 132	Modern Language	3	
POL 236	State & Local Government	3		POL ____	POL Elective	3	
POL 230	American Government	3		POL ____	POL Elective	3	
	Total	**15**			**Total**	**15**	

Junior Year

First Semester				Second Semester			
SS 240	Intro/Data Processing and Analysis **or**	3		POL 330	International Politics	3	
SS 150	Intro to Computer Applications			POL ____	Elective	3	
SS 239	Statistics for Social Science Research	3		____ ____	Free Elective	3	
POL 336	Comparative Politics	3		____ ____	Free Elective	3	
POL 335	American Constitution Law	3		____ ____	Free Elective	3	
POL ____	POL Elective	3					
	Total	**15**			**Total**	**15**	

Senior Year

First Semester				Second Semester			
POL 431	Political Science Research	3		POL 499	Senior Seminar	3	
POL 436	Political Science Theory	3		POL 490	Field Experience (6 hours required)	6	
____ ____	Free Elective	3		POL ____	POL Elective	3	
____ ____	Free Elective	3		POL ____	POL Elective	3	
GRAD 450	University Graduation - UG	0		POL ____	POL Elective	3	
	Total	**12**			**Total**	**18**	

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

***ATHLETES ONLY will substitute PE Activity with PEC 111ATH Body Conditioning**

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, and PH 228 Intro to Astronomy.***

****** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

COURSE DESCRIPTIONS FOR POLITICAL SCIENCE

POL 130 - Introduction to Political Science **3 semester hours**

This course is designed to introduce the student to the discipline and its varied sub fields: American and comparative politics, international relations, political economy, political theory, and public policy.

POL 230 - American Government **3 semester hours**

A study of the dynamics and organization of the federal government, its powers, functions and problems.

POL 236 - State and Local Government **3 semester hours**

A study of the basic principles of state and local governments, including the similarities and differences of their powers, structure, development, and interrelationships.

POL 237 - Introduction to Public Administration **3 semester hours**

A survey of the basic problems of public policy, the organization of public personnel systems, and the management and coordination of governmental activities.

POL 301 - Aging and Political Systems **3 semester hours**

This course exposes the student to the knowledge base and the issues relevant to planning and providing for an aging population in government and society.

POL 330 - International Politics **3 semester hours**

A study of the geographic, political, economic, and ideological factors that influence the behavior of nations.

POL 331 - Politics of Black Americans **3 semester hours**

An analysis of the political behavior of Black Americans and the issues that affect them in a significant way.

POL 332 - Political Socialization and Electoral Behavior **3 semester hours**

A study of the process by which individuals acquire political attitudes, and how these predispositions affect their electoral behavior.

POL 333 - Budgetary Process **3 semester hours**

An assessment of the politics, planning, and administration of governmental budgets.

POL 334 - Public Personnel Administration **3 semester hours**

A study focusing upon the theory, practice, and organization of public personnel training, classification, compensation, promotion, and human relations.

POL 335 - American Constitutional Law **3 semester hours**
A study of the Constitution as interpreted by the courts.

POL 336 - Comparative Politics **3 semester hours**
A comparative study of selected political systems of the world.

POL 337 - Public Policy Analysis **3 semester hours**
A study of the forces shaping public policy and the consequence of policy design, and public bureaucrats and their programs and decision-making.

POL 338 - Administration of Social Services **3 semester hours**
A study of the process of planning and administering basic social services including housing, recreation, health care, policy and welfare.

POL 339 - Organizational Theory **3 semester hours**
An analysis of the structure, theory and function of government and the political environment in which it exists.

POL 340 - Third World Politics **3 semester hours**
An analysis of selected political systems in Africa, Asia, and Latin America.

POL 350 - Transnational Concerns **3 semester hours**
An analysis of the various problems that affect the global community and the attempts to resolve them.

POL 351 - American Foreign Policy **3 semester hours**
An analysis of the making, implementation and implications of the foreign policy of the United States.

POL 352 - Foreign Policy of Emerging Nations **3 semester hours**
An analysis of the forces that shape the process, implementation and implication of economic, political and social policy development by less developed countries (LDC's), and their effect on world order.

POL 353 - Women in Politics **3 semester hours**
An analysis of the levels of participation by women in the political processes that occur worldwide and to study these roles in relation to gender based political issues.

POL 420 - Contemporary African Studies 3 semester hours
Selected topics with emphasis on international relations. (This course is also listed in the Department of History as HI 420, Contemporary African Studies, and may be taken for credit as a political science course. Credit may not be earned when taking both courses.)

POL 431 - Political Science Research 3 semester hours
A study of social science research methods for the conducting of research in political science.

POL 436 - Political Theory 3 semester hours
An analysis of political thought from Greek antiquity to the present.

POL 440 - International Political Economy 3 semester hours
This course analyzes the major issues that both connect and divide national interest from individual self-interest.

POL 490 - Cooperative Education Field Experience 6, 9, 12, 15 semester hours
Work experience opportunity at the senior level. Student must have a cumulative grade point average of a minimum of 2.00 and have an application on file the semester prior to actual training. Students may register for cooperative education experience on three occasions. Semester hours credit will be determined by the department chair after the details of placement have been made.

POL 499 - Political Science Seminar 3 semester hours
Prerequisites: EN131, 132, RE 260. This course focuses on writing and defense of senior research and the senior exit exam. It also includes discussion of selected topics of political science. Students must pass before taking this course.

DEPARTMENT OF PSYCHOLOGY

Bachelor of Science in Psychology

The Bachelor of Science degree program in Psychology focuses on the scientific study of behavior as it is influenced by physical, cognitive, emotional, and environmental factors, and includes the analysis of behavior problems and disorders. This comprehensive program of study emphasizes instruction in the principles of the subfields of psychology which include developmental, abnormal, counseling, personality, measurement, and research methodology in psychology. Students complete a senior empirical research thesis which prepares them for success in graduate programs of their choice. Programs often include social work, public health, business, sports, law, human services, mental health counseling and psychiatric services. A required Field Experience in which they volunteer at local mental health agencies often gives students an advantage in obtaining entry-level employment with the agencies.

Psychology Minor
Requirements : 18 hours

- Select any 2 three-hundred level psychology courses offered at Bethune-Cookman University
  and
- PS 231 - General Psychology
- PS 236 - Developmental Psychology
- PS 322 - Adolescent Psychology
- PS 330 – Social Psychology

Major Requirements: Refer to Vertical Curriculum on the next page

2012-2013 **School of Social Sciences**

Bethune-Cookman University

Psychology: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
FC 110	**Freshman Seminar I**	**1**		**FC 111**	**Freshman Seminar II**	**1**
EN 131	**College English I**	**3**		**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**		SO 131	Introduction to Sociology	3
RP ____	**Elective (200 Level)**	**3**		**MAT 132**	**College Math**	**3**
RE 131	**Cultural Literacy**	**3**		**ML 131**	**Modern Language**	**3**
____ ____	Free Elective (200 Level or Higher)	3		**PS 231**	**General Psychology**	**3**
PE 111	**Physical Ed. Activity***	**1**				
	Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
HU 231-233	**Humanities*****	**3**		CS 132	Computer Applications I **or**	3
BI 131	**General Biology I**	**3**		SS 150	Intro to Computer Applications	
BIL 131	**General Biology I Lab**	**0**		**____ ____**	**Physical Science****	**3**
EN 240	Advanced Composition	3		**SC 230**	**Intro/Oral Communication**	**3**
ML 132	**Modern Language**	**3**		PS 330	Social Psychology **or**	3
PS 236	Developmental Psychology	3		SO 230	Social Psychology	
				HI 130	**African American History**	**3**
	Total	**15**			**Total**	**15**

Junior Year

First Semester				Second Semester			
PS 325	Abnormal Psychology	3		PS 332	Personality Theories	3
PS 322	Adolescent Psychology	3		PS 340	Psychological Measurement	3
PS 328	Educational Psychology	3		PS 337	African/Black Psychology	3
____ ____	Free Elective (200 level or higher)	3		____ ____	Psych. Elective (200 level or higher)	3
PS 338	Research Methods in Psychology	3		____ ____	Free Elective (200 level or higher)	3
	Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
PS 420	Counseling Psychology	3		PS 499	Senior Thesis Research	3
PS 428	Physiological Psychology	3		PS 490	Field Experience	6
PS 430	Statistics for Psychological Research	3		____ ____	Free Elective (200 level or higher)	3
PS 435	Cognitive Psychology	3				
PS 444	Human Sexuality	3				
GRAD 450	University Graduation - UG	0				
	Total	**15**			**Total**	**12**

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning

Psychology requires 6 Hrs of Modern Language and Electives that can be used as a minor.

Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, or PH 228 Intro to Astronomy.

**** Choose ONE from HU 231 Ancient to Medeival Humanities, HU 232 Renaissance to early Romantic Era Humanities, or Hu 233 Romanticism to Contemporary Humanities***

Minor in Psychology..... 18 credit hours

Courses Include: PS 231, PS 236, PS 330/ SO 230, PS 322, PS 332, PS 337

COURSE DESCRIPTIONS FOR PSYCHOLOGY

PS 231 - General Psychology 3 semester hours
This is a survey of major psychological concepts, principles, and theories including methods of research into the scientific study of human behavior and mental processes.

PS 236 - Developmental Psychology 3 semester hours
Prerequisite: PS 231. An examination of human development across the lifespan from conception to death including the integration of the biological, cognitive, and social processes which influence human behavior.

PS 330 - Social Psychology 3 semester hours
A study of the ways in which the behavior of the individual is influenced by groups in society.

PS 322 - Adolescent Psychology 3 semester hours
Prerequisites: PS 231, PS 236. A study of the challenges, difficulties and strengths of the adolescence phase of development. Current issues which include biological, cognitive, and social development are covered and interwoven with educational, vocational, sexuality, peer group, family and minority cultures. Strategies of working with adolescents in school and counseling centers are also discussed.

PS 325 - Abnormal Psychology 3 semester hours
Prerequisites: PS 231, PS 236, EN 240. This is a study of common mental and behavioral disorders including the causes, classification, and treatment of these disorders. The impacts of these disorders on contemporary society are also discussed.

PS 328 - Educational Psychology 3 semester hours
Prerequisites: EN 240, PS 236.This is a survey course which introduces the student to broad substantive areas related to the study of psychology in education. It involves the knowledge and application of psychological principles in educational settings and their effect on learners and teachers within these settings.

PS 332 - Personality Theories 3 semester hours
Prerequisites: EN 240, PS 231, PS 236. This course introduces the student to varied theories of personality including the philosophy, the development of the theory, the research methodology and the assessment. Interpretation of the theory and therapeutic approaches are also discussed.

PS 337 - African/Black Psychology 3 semester hours
A critical examination of psycho-cultural forces that have helped to shape and determine the thought, styles, and behavior of African/Black Americans, and a study of the theories, research and writings of Black psychologists.

PS 338 - Research Methods in Psychology 3 semester hours
Prerequisite: PS 231, PS 236. This course provides an in-depth study of the basic methodology in psychological research. The scientific method and its application to empirical research will be studied through the analysis of scholarly research literature and individual student empirical research projects.

PS 340 - Psychological Measurement 3 semester hours
Prerequisite: 200 and 300 levels in psychology. This course introduces the student to the essentials of testing and assessment in both educational and counseling settings. The principles of test development which include test validity, test reliability, and test score interpretation are studied. Commonly used assessment techniques in counseling are also covered and include the preparation of a client assessment report.

PS 420 - Counseling Psychology 3 semester hours
Prerequisite: Successful completion of all 300 levels in psychology. This course provides an overview of contemporary theories of counseling with an emphasis on the practical applications associated with each orientation. A theoretical approach as well as supervised applied experience in the fundamental skills of individual and group counseling are presented.

PS 428 - Physiological Psychology 3 semester hours
Prerequisite: PS 325. This is a study of the brain, nervous and endocrine systems and their roles in learning, personality, and behavior.

PS 430 - Statistics in Psychological Research 3 semester hours
Prerequisites: PS 338, PS 340. This is a continuation course which presents statistical techniques used with psychological research methodology. In addition to the computation of descriptive, correlational, and some inferential statistics, students will learn the application and interpretation of these statistics in empirical research.

PS 435 - Cognitive Psychology 3 semester hours
An exploration of theory and research in psychological, physiological, behavioral aspects of attention, memory, complex human learning, and problem solving.

PS 441 - Psychology of Aging 3 semester hours
Prerequisites: PS 231, PS 236. A comprehensive exploration of the theories, methods and research in the study of human aging. This includes age-related changes in social, cognitive, and emotional functioning.

PS 442 - Psychology of Women 3 semester hours
This course combines both the developmental and topical approaches to the study of women.

PS 443 - Industrial/Organizational Psychology 3 semester hours
Prerequisites: PS 336, 340.This is a study of the application of the methods and principles of psychology to people at work. These include employee selection, psychological testing, motivation and job satisfaction, effects of stress, and consumer psychology.

PS 444 - Human Sexuality 3 semester hours
Prerequisite: PS 428. An examination of the role of sexuality in the lives of children, adolescents, young and older adults in different cultural contexts**.**

PS 445 - Community Psychology 3 semester hours
This course examines the contribution of psychology to social and community change through the study of groups, organizations and communities, with the goal of preventing distress and building competencies.

PS 490 - Psychology Field Experience 6 semester hours
Prerequisite: Consent of the Department Chair. This course is for seniors in psychology and is taken only once. It is designed to provide students with practical experiences in clinical services provided by private, city, and state agencies in the Daytona Beach area. Submission of weekly progress reports, and weekly journals in the format provided, and signed by the supervisor, a portfolio, and reaction/reflection paper are required. The Department Chair keeps in contact with the Field supervisor to monitor the progress of the student.

PS 499 - Senior Thesis Research 3 semester hours
Prerequisites: Successful completion of ALL core psychology courses. This course focuses on the practical application of the scientific method in psychological research, leading to the written and oral presentation of the bachelor's thesis in psychology. Students are also required to pass the senior comprehensive exit exam to be successful in this course.

DEPARTMENT OF SOCIOLOGY

The Department of Sociology offers the following major, and three minors: a Bachelor of Arts in sociology, a minor in sociology, a minor in social work, and a minor in women and gender studies.

Bachelor of Arts in Sociology

The Bachelor of Arts degree program in sociology focuses on the systematic study of human social institutions and social relationships. It includes instruction in social theory, sociological research methods, social organization, social stratification, dynamics of social change, family structures, social deviance and control, and applications to the study of specific social groups, social institutions, and social problems.

With a bachelor's degree in sociology, students are prepared for employment in a wide range of entry-level positions in social services, community work, corrections, management, college settings, health services, public relations, government services, and teaching (in conjunction with appropriate teacher certification). For students who plan to further their education, a major in sociology prepares them for graduate studies in a wide array of programs, including but not limited to sociology, counseling, criminology, education, law, public health, rehabilitation, social research, and social work.

In addition to promoting the development of critical thinking skills, practical knowledge and competency, and an appreciation of human differences and commonalities, the sociology curriculum is designed to develop in students an integrated sense of identity and civic responsibility.

Social Work Minor

The minor consists of 21 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements: 21 hours

Sociology 15 hours

- SO 231 - Introduction to Social Welfare
- SO 235 - Marriage and Family
- SO 332 - Social Casework Processes
- SO 432 - Community Organization
- SO 435 - Groups and Group Behavior

Political Science 3 hours

- POL 338 - Administration of Social Services

Criminal Justice 3 hours

- CJ 461 - Juvenile Justice

Sociology Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements 18 hours

Sociology 18 hours

- Six (6) semester hours from the Major Sociology Electives
  and
- SO 131 - Introduction to Sociology
- SO 235 - Marriage and Family
- SO 234 - Sociology of World Societies
- SO 436 - Sociological Theories

Women and Gender Studies Minor

The minor consists of 18 hours, all of which must be completed at Bethune-Cookman University.

Course Requirements: 18 hours

Social Sciences 3 hours

- SO 250 - Gender Studies

Psychology 3 hours

- PS 444 - Human Sexuality

Any four (4) of the following for a total of 12 hours

- CJ 320 - Women and the Criminal Justice System
- EN 335- Women in Literature
- HI 320 - History of Women in the United States
- HI 325 - History of Women in Contemporary Africa
- PS 442 - Psychology of Women

- POL 353 - Women in Politics

Major Requirements: A grade of C or better is required in all major courses

2012-2013 **School of Social Sciences**

Bethune-Cookman University

Sociology: Total Semester Hours=120

Freshman Year

First Semester				Second Semester			
EN 131	**College English I**		**3**	**EN 132**	**College English II**		**3**
MAT 131	**Math for Liberal Arts**		**3**	**MAT 132**	**College Math**		**3**
FC 110	**Freshman Seminar I**		**1**	**FC 111**	**Freshman Seminar II**		**1**
RE 131	**Cultural Literacy**		**3**	**BI 131**	**General Biology I**		**3**
ML 131	**Modern Language**		**3**	**BIL 131**	**General Biology I Lab**		**0**
SO 131	Introduction to Sociology		3	SO 132	Social Problems		3
PE ____	**Physical Ed. Activity***		**1**	**HI 130**	**African American History**		**3**
		Total	**17**			**Total**	**16**

Sophomore Year

First Semester				Second Semester			
SC 230	**Intro/Oral Communication**		**3**	**HU 231-233**	**Humanities*** **		**3**
____ ____	**Physical Science****		**3**	SO 234	Sociology of World Societies		3
SS 239	Statistics for Social Sciences		3	SO 235	Marriage and the Family		3
SOG 235	Sociology of Aging**** **or**		3	SO 250	Gender Studies**** **or**		3
SO 231	Introduction to Social Welfare			SO 230	Social Psychology****		
CS 132	Computer Applications I **or**		3	SOG 230	Medical Sociology**** **or**		3
SS 150	Intro to Computer Applications			SO 331	Demography****		
		Total	**15**				**15**

Junior Year

First Semester				Second Semester			
SO 339	Social Stratification**** **or**		3	SO 344	Soc.of Deviant Behavior**** **or**		3
SOG 337	Death & Dying****			SO 332	Social Casework Processes****		
SO 439	Race & Ethnicity**** **or**		3	SO 432	Community Organization****		3
SO 435	Groups & Group Behavior****			PS 231	General Psychology		3
____ ____	Free Elective		3	____ ____	Free Elective		3
____ ____	Free Elective		3	____ ____	Free Elective		3
RP ____	**Restricted Elective (200-300 Level)**		**3**				
		Total	**15**			**Total**	**15**

Senior Year

First Semester				Second Semester			
SO 436	Sociological Theories		3	SO 499	Senior Seminar		3
SO 438	Urban Sociology**** **or**		3	SO 490	Field Experience (6-15 Credits)		9
SO 434	Special Topics in Sociology****						
SO 336	Research Methods in Sociology		3				
____ ____	Free Elective		3				
____ ____	Free Elective		3				
GRAD 450	University Graduation - UG		0				
		Total	**15**			**Total**	**12**

General Education Courses are in Bold.

All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.

MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band.

ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)

***ATHLETES ONLY will substitute PE Activity with PEC 111ATH Body Conditioning**

*** Choose ONE from PH 230 Physical Science, CH 131 General Chemistry, ES 130 Introduction to Environmental Science, PH 224 Intro to Earth Science, and PH 228 Intro to Astronomy.***

**** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities.***

***** Alternate Major (Sociology) Elective may be taken.***

MAJOR (SOCIOLOGY) ELECTIVES

27 Credit hours of SOCIOLOGY ELECTIVES are required

and at least 1 course must be taken from each of the following groups

Group 1 The Individual & Society	Group 2 Societal Problems	Group 3 Social Process	Group 4 Social Organizations
SO 230 Social Psychology	*SO 132 Social Problems*	*SO 331 Demography*	*SO 231 Introduction to Social Welfare*
SO 235 Sociology of Aging	*SO 332 Social Casework Processes*	*SO 339 Social Stratification*	*SOG 230 Medical Sociology*
SOG 337 Death & Dying	*SO 344 Sociology of Deviant Behavior*	*SO 435 Groups and Group Behavior*	*SO 432 Community Organization*
SO 250 Gender Studies	*SO 439 Race & Ethnicity*	*SO 434 Special Topics*	*SO 438 Urban Sociology*
SO 434 Special Topics	*SO 434 Special Topics*		*SO 434 Special Topics*

COURSE DESCRIPTIONS FOR SOCIOLOGY

SO 131 - Introduction to Sociology **3 semester hours**
An overview of the field of sociology. Emphasis is placed on the practices and institutions which humans develop in the processes of social maintenance and change.

SO 132 - Social Problems **3 semester hours**
A study of the major problems facing contemporary societies, with special emphasis on African Americans within the American community.

SO 230 - Social Psychology **3 semester hours**
A study of the way in which the inner life of human beings shape the institutions in society and how the institutions of our society shape lives.

SO 231 - Introduction to Social Welfare **3 semester hours**
Prerequisite: SO 131. A survey of the field of social welfare with emphasis upon qualifications; employment opportunities, general principles and techniques relative to each area.

SO 234 - Sociology of World Societies **3 semester hours**
Prerequisite: SO 131. A study of varying global societies in a sociological context with an emphasis on the development of culture through social interaction, communication, societal structure, and social institutions.

SO 235 - Marriage and Family **3 semester hours**
A study of biological, psychological and sociological bases of human family life; special attention is given to the problems of family life in a changing society.

SO 250 - Gender Studies **3 semester hours**
An examination of the effects of gender on individuals, social relationships, and with various social institutions such as the family, the economy, health, politics, and religion.

SO 331 - Demography **3 semester hours**
A study of the factors that affect growth, size, composition, and distribution of human populations. The components of population change and their relationships with the socio-cultural variables of education, religion, politics, economics, and minority groups' status are also discussed.

SO 332 - Social Casework Processes **3 semester hours**
Prerequisites: One college level math course (MAT 131, 132, or 134); EN 132, RE 260. A course considering the basic aspects of social casework as a counseling technique and method. It also explores the theoretical underpinning of casework and its application to problem-solving in the area of social functioning.

SO 336 Research Methods in Sociology **3 semester hours**
Prerequisites: One college level math course (MAT 131, 132, or 134); SO 131, SO 132.

An examination of diverse sociological research methods including quantitative methodologies such as surveys, path analysis; qualitative orientations such as ethnomethodology, phenomenology, and participant observation; and, interviewing strategies.

SO 339 - Social Stratification 3 semester hours
Prerequisite: SO 131. The study of the system of social ranking and hierarchies in societies. Attention is focused on social classes in American society and the distribution of power, prestige, and privileges. Special emphasis is directed toward minorities within the American system of social ranking.

SO 344 - Sociology of Deviant Behavior 3 semester hours
An examination of the nature, types, and social reactions to deviant behavior; special emphasis is placed on the process of stigmatization and the emergence of deviant subcultures.

SO 432 - Community Organization 3 semester hours
A course designed to give the student insight into the philosophy and processes used in determining and meeting community needs.

SO 434 Special Topics in Sociology 3 semester hours
Prerequisites: EN 131, EN 132, RE 260. Study of selected topics or current issues of sociological concern and examination of their impact on society, individuals, and culture. Topics vary from semester to semester and will include sociological analysis of the subject under study.

SO 435 - Groups and Group Behavior 3 semester hours
A study of the group process, and methods and techniques of group work in meeting group and individual needs.

SO 436 - Sociological Theory 3 semester hours
A study of sociological theory since the first quarter of the twentieth century, with particular emphasis on major theoretical orientations, concepts and issues.

SO 438 - Urban Sociology 3 semester hours
A study of the urban community - its growth, characteristics, and problems - in the United States and elsewhere.

SO 439 - Race and Ethnicity 3 semester hours
An examination of how varying categories of difference have been created, maintained, and/or changed. This course investigates various racial and ethnic groups, and explores the consequences of being identified in a particular category.

SO 490 - Cooperative Education Field Experience 6, 9, 12, 15 semester hours
Work experience opportunity at the senior (SO 490) levels. Students must have a cumulative grade point average of a minimum of 2.00 and have an application on file the semester prior to actual training. Students may register for a cooperative education experience on three occasions. Semester hour credit will be determined by the department chair in the student's discipline after the details of placement has been made.

SO 499 - Senior Seminar **3 semester hours**
Prerequisites: EN 131, 132, SS 239, and SO 336. This course offers advanced sociology majors the opportunity to apply the scientific method in research, to present in writing, and orally defend the empirical research report. Also, a comprehensive review of course work is conducted for the exit examination in sociology.

SOG 230 - Medical Sociology **3 semester hours**
This course focuses on a critical examination of the influence of social, political, and economic factors on the development of health and on patterns of medical intervention.

SOG 235 - Sociology of Aging **3 semester hours**
This course presents the social aspects of aging. It provides a survey of cross-cultural perspectives and social implications of aging and social reaction to and provisions for elderly individuals.

SOG 337 - Death and Dying **3 semester hours**
Prerequisite: SO 131, 132. A course that explores the reality of an individual's mortality and the systematic steps needed in our society for adequate acceptance of the fact of death.

AIR FORCE ROTC

The United States Air Force offers Air Force ROTC courses at Embry-Riddle Aeronautical University (ERAU). The procedures for registering for ROTC courses are the same as registering for any other Bethune- Cookman University course. The student simply signs up for the ROTC course during registration. Transportation will be provided from Bethune-Cookman to ERAU (and back) for the AFROTC courses. AFROTC may be taken for academic credit only if a student so desires. Any student may enroll in a freshman or sophomore AFROTC course, not just individuals who wish to become commissioned officers in the USAF. The junior and senior AFROTC courses are available to only those students who have committed themselves to becoming commissioned officers. Remember, students who take the freshman and/or sophomore ROTC courses are under no obligation to the Air Force. A student may withdraw from an AFROTC course following the same procedures as one would in dropping any other university course. Upon graduation, those students wishing to pursue a commission in the Air Force and who successfully complete AFROTC receive commissions as officers in the United States Air Force.

Any qualified student may pursue this opportunity provided he or she has a minimum of four semesters remaining at the University. AFROTC courses, incidentally, are not offered at ERAU during the summer semester. The curriculum offers choices however, of either a two- or four-year program.

Air Force Scholarships

Air Force ROTC (AFROTC) offers scholarships covering a student's college education for two, three, and four years. Each scholarship pays for full tuition (up to $15,000 per year),

laboratory, fees, textbooks, and also includes a monthly tax-free subsistence allowance. Three and four-year scholarships are available, on a competitive basis, to high school seniors. Students never enrolled in a college or university as full-time students are eligible for the four-year scholarship, provided they can complete their four-year degree before their 27th birthday. High school students interested in a four-year scholarship must apply to Air Force ROTC Chairquarters, Maxwell Air Force Base, Alabama 36112, before December 1 of their senior year. Application forms for the scholarship are available at Maxwell Air Force Base, Alabama 36112, before December 1 of their senior year. Application forms for the scholarship are available on-line at www.afrotc.com. The Air Force also offers a noncompetitive Historically Black College or University (HBCU) scholarship to students attending B-CU. The scholarship pays tuition (up to $15,000 per year), $510 for books and a monthly non-taxable allowance. To be eligible students must be a U.S. citizen, pass the AFOQT and a physical fitness test, have a minimum 2.5 GPA and pass the height, weight and medical requirements. For more information, contact AFROTC Detachment 157, Embry-Riddle Aeronautical University, 600 S. Clyde Morris Boulevard, Daytona Beach, Florida 32114-3900, (386) 226-6880.

Finances

Textbooks for all AFROTC courses are free. Students enrolled in the POC receive a $350-$400 per-month tax-free subsistence allowance. In addition, those attending summer field training receive travel pay to and from the Air Force base hosting the session, free room and board, and pay while attending the session.

Air Force ROTC Four year Program

Enrollment procedures for the first two years of the four-year program, the General Military Course (GMC), are the same as for any other college program. The student simply selects the appropriate AFROTC class during registration. Students in the GMC are under no obligation to the Air Force and may withdraw from the class in the same manner as they might withdraw from any course. Those who decide to continue in the final two years, the Professional Officer Course (POC), receive a monetary allowance and incur an obligation to serve in the Air Force upon graduation/commissioning. Prior to entering the POC, each student must pass a medical examination, receive a competitive score on the Air Force Officer Qualifying Test (AFOQT), and complete a four-week summer field training session at an Air Force base.

Air Force ROTC Two-Year Program

The two-year program is identical to the last two years of the four-year program, but is preceded by a six-week summer field training session at an Air Force base. Two-year program students must also pass a medical examination and receive a competitive score on the Air Force Officer Qualifying Test (AFOQT) prior to attending field training.

COURSE DESCRIPTIONS FOR AEROSPACE STUDIES

AF 101 - The Air Force Today (General Military Course) 1 semester hour
Corequisite: AF 101L AS 100 is a survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the Air Force, officership and professionalism, military customs and courtesies, Air Force officer opportunities, and an introduction to communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AFL 101 - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, health, physical fitness, field training orientation, drill and ceremonies.

AF 102 - The Air Force Today (General Military Course) 1 semester hour
Corequisite: AF 101L AS 100 is a survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include: mission and organization of the Air Force, officership and professionalism, military customs and courtesies, Air Force officer opportunities, and an introduction to communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 102L - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, health, physical fitness, field training orientation, drill and ceremonies.

AF 201 - The Development of Air Power (General Military Course) 1 semester hour
Corequisite: AF 201L. A course designed to examine general aspects of air and space power through a historical perspective. Utilizing this perspective, the course covers a time period from the first balloons and dirigibles to the space-age global positioning systems of the Persian Gulf War. Historical examples are provided to extrapolate the development of Air Force capabilities (competencies), and missions (functions) to demonstrate the evolution of what has become today's USAF air and space power. Furthermore, the course examines several fundamental truths associated with war in the third dimension: e.g. Principles of War and Tenets of Air and Space Power. As a whole, this course provides the students with a knowledge level understanding for the general element and employment of air and space power, from an institutional doctrinal and historical perspective. In addition, the students will continue to discuss the importance of the Air Force Core Values with the use of operational examples and historical Air Force leaders and will continue to develop their communication skills. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with followership experiences.

AF 201L - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, Air Force environment, drill, ceremonies, and field training orientation. These courses are graded Pass/Fail.

AF 202 - The Development of Air Power(General Military Course) 1 semester hour
Corequisite: AF 202L. Continuation of AF 201.A weekly Leadership Laboratory is mandatory.

AF 202L - Leadership Laboratory 0 semester hours
Consists of Air Force customs, courtesies, Air Force environment, drill, ceremonies, and field training orientation. These courses are graded Pass/Fail.

AF 301 - Air Force Leaders and Management (Prof. Officer Course) 3 semester hours
Corequisite: AF 301L AS 300 is a study of leadership, management fundamentals, professional knowledge, Air Force personnel and evaluation systems, leadership ethics, and communication skills required of an Air Force junior officer. Case studies are used to examine Air Force leadership and management situations as a means of demonstrating and exercising practical application of the concepts being studied. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences in officer- type activities, giving students the opportunity to apply leadership and management principles of this course.

AFL 301 - Leadership Laboratory 0 semester hours
Provides advanced leadership experience in officer-type activities, giving students the opportunity to apply leadership and management principles. These courses are graded Pass/ Fail. Prerequisites: Completion of the General Military Course or Two-Year Program selection and/or approval of the professor of Aerospace Studies.

AF 302 - Air Force Leadership and Management (Prof. Officer Course) 3 semester hours
Corequisite: AF 302L Continuation of AF 301.

AFL 302 - Leadership Laboratory 0 semester hours
Provides advanced leadership experience in officer-type activities, giving students the opportunity to apply leadership and management principles. These courses are graded Pass/ Fail. Prerequisites: Completion of the General Military Course or Two-Year Program selection and/or approval of the professor of Aerospace Studies.

AF 401 - National Security Forces in Contemporary American Society (Professional Officer Course) 3 semester hours
AS 400 examines the national security process, regional studies, advanced leadership ethics, and Air Force doctrine. Special topics of interest focus on the military as a profession, officership, military justice, civilian control of the military, preparation for active duty, and current issues affecting military professionalism. Within this structure, continued emphasis is given to refining communication skills. Corequisite: AF 401L. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences, giving students the opportunity to apply the leadership and management principles of this course.

AF 401L - Leadership Laboratory 0 semester hours
Provides advanced leadership experiences in officer-type activities. These courses are graded Pass/Fail. Prerequisites: Completion of the General Military Course or Two-Year Program selection and/or approval of the Professor of Aerospace Studies.

AF 402 - Preparation for Active Duty (Prof. Officer Course) 3 semester hours
Corequisite: AF 402L. Continuation of AF 401.

AFL 402 - Leadership Laboratory 0 semester hours
Provides advanced leadership experiences in officer-type activities. These courses are graded Pass/Fail. Prerequisites: Completion of the General Military Course or Two-Year Program selection and/or approval of the Professor of Aerospace Studies.

ARMY ROTC

Army ROTC stands for Reserve Officers Training Corps and it is a course which men and women may take, freshman through senior year that may lead to a commission as a lieutenant in the US Army. Army ROTC enhances a student's education by providing unique leadership and management training, along with practical experience. The curriculum is designed to be exciting, educational, and flexible enough to meet scholastic requirements while helping to accomplish student's academic and personal goals. Classes and training include: map reading, land navigation, rappelling, rifle marksmanship, patrolling, tactics, drill and ceremony, military history, ethics and military law. Students may earn 16 hours of academic credit for completing four years of Army ROTC. All uniforms, military text books, and equipment are issued to cadets at no charge. This program is available thru Embry-Riddle Aeronautical University, Daytona Beach, Florida. All classroom, labs, and physical training are conducted at ERAU.

The Army Reserve Officer Training Corps program provides an opportunity to acquire the skills and knowledge necessary for commissioning as a lieutenant in the U.S. Army. The program offers both a four-year and two-year option. The two-year option allows students with at least two academic years remaining in either undergraduate or graduate studies to meet all requirements for commissioning. The ROTC courses may be applied toward open elective requirements in any degree program. Students desiring to enroll in the Army ROTC Basic Course are required to present a copy of their latest medical physical (no more than one year old) and a copy of an official birth certificate to the ROTC Office. All information can be faxed.

Benefits

All contracted military science students receive a tax-free monetary allowance of $200 per month.

Four and three-year scholarships are available to those who qualify. Academic excellence is essential to any future career and especially in a highly technical Army. Naturally, the higher GPA and test scores, the better chance exists of being selected as a scholarship recipient. Minimum requirements are:

1. U.S. Citizen
2. Be under 27 years of age the year of college graduation (waivers possible for prior service)
3. Meet required physical standards
4. Have a cumulative academic GPA of 2.7

5. Have an SAT score of 920 or ACT score of 19

Scholarship benefits include:

$64,000 - Tuition paid at the rate of $16,000 per school year

$ 8,000 - Subsistence allowance paid at the rate of $200 per month, up to ten months of the School year.

$ 1,800 - Books paid at the rate of $225 per semester.

$73,800 - TOTAL not including uniforms and other items of military equipment that are issued at no expense to the cadet.

Admission to the Basic Course

Requirements:

1. Enrollment in a baccalaureate or master's program.
2. At least 17 years of age at time of entry but not more than 30 years of age at time of graduation.
3. U.S. Citizenship

Admission to the Advanced Course

Requirements:

1. Successful completion of the basic course or equivalent.
2. Successful completion of Army physical examination.
3. Selection by the professor of military science.
4. Agreement to complete the advanced Major Requirements and serve on active, reserve, or National Guard duty as commissioned officers.
5. Maintain a 2.0 overall academic GPA and a 3.0 ROTC GPA.

All of the above are subject to the control of, and are administered by and under the rules and regulations of, the Department of the Army and are subject to change from time to time.

Advanced Military Science

The advanced military science courses are taken during the junior and senior years. These courses specialize in small unit tactics, preparation and conduct of military training, military justice system, staff procedures, decision making and leadership, managerial concepts, problem analysis, military writing, the ethic of the professional soldier, and physical training. The courses consist of both classroom instruction and a mandatory lab. This phase requires attendance at a six-week advanced camp conducted at Fort Bragg, North Carolina, during summer following the junior year.

Basic Camp

A summer training program is offered for students who will be academic juniors without previous ROTC or military training. This consists of a six-week course at Fort Knox, KY, during

the summer following the sophomore year. This will qualify a student for entry into the Advanced Course, thus allowing completion of all requirements for commissioning within two years. Students attending the summer course at Fort Knox receive approximately $800 pay.

Basic Military Science

The basic military science courses are offered during the freshman and sophomore years. These courses address military organization, equipment, weapons, map reading, land navigation, use of compass, grade structure, the threat, communications, leadership, and physical training. The courses consist of both classroom instruction and a mandatory lab. A lab fee is accessed every student enrolled in Army ROTC classes to cover the cost of equipment maintenance and other cadet activities.

COURSE DESCRIPTIONS FOR MILITARY SCIENCE

MY 103 - Basic Military Science **1 semester hour**

A study of the defense establishment and the organization and development of the United States Army. A study of military courtesy, discipline, customs and traditions of the service. A historical perspective of the role of the different branches of the United States Army and the role they have played in the freedom of our nation. An introduction to physical readiness training. Exercises normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MY 103L - Basic Military Science Laboratory **0 semester hour**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training is introductory in scope and includes operations and tactics and land navigation subjects. Practical training exercises familiarize students with the field environment and field survival skills. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 104 - Basic Military Science **1 semester hour**

Fundamentals of land navigation that include map reading, terrain identification, intersection, resection and polar coordinates. A study of the roles the active Army Forces, the Army Reserve Forces and the Army National Guard play in our nation's defense. Continued emphasis on physical readiness training. Course includes lecture and laboratory. Field training exercises normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MYL 104 - Basic Military Science Laboratory **0 semester hour**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues the leader development process while remaining introductory in scope and develops basic operations and tactics and land navigation skills acquired in MY 103 Laboratory. Practical training exercises continue cadet field orientation with the focus being on individual training. Special

topics including stream crossing techniques, field survival skills, and bivouac techniques are covered. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 203 - Basic Military Leadership I **1 semester hour**

A review of the customs and traditions of the service. The fundamentals of leadership development and the importance of understanding the principles needed for effective leadership. Requires mandatory physical training exercises which normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MY 203L - Basic Military Leadership I Laboratory **0 semester hour**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues the development of cadet leadership and critical skills while remaining basic in scope and includes operations and tactics, land navigation, first aid, and general military subjects. Practical training exercises stress development of basic skills with the focus on soldier team development at the squad/team level. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 204 - Basic Military Leadership II **1 semester hour**

The fundamentals of military geography and their application in the use of navigational aids for the military forces. A study of preventative medicine countermeasures and first aid techniques that every leader must know. Requires mandatory physical training and includes both lecture and leadership laboratory. Two weekend training exercises normally include M16-A1 rifle firing, rappelling training, and airmobile helicopter operations.

MY 204L - Basic Military Leadership II Laboratory **0 semester hour**

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues development of basic skills acquired in MY 203 Laboratory and includes operations and tactics, land navigation, first aid, and general military subjects. Practical training exercises continue development of basic skills with the focus on soldier-team development at the squad/team level. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 303 - Officership I **3 semester hours**

Prerequisites: Completion of basic military science (or given constructive credit) and status of a contracted Army ROTC cadet. A course examining the foundations of officership, the character, responsibilities, and status of being a commissioned officer. Emphasis on the warrior ethic. Covers a wide spectrum of subjects, from training in common military skills to fostering a value system that emphasizes service to the nation, readiness to persevere in the face of obstacles, and

willingness to make personal sacrifices in pursuit of the greater good. Includes lecture, advanced leadership laboratory, physical training, and practical field training exercises.

MY 303L - Officership I Laboratory 0 semester hour

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues development of cadet competencies and confidence through intermediate leadership and technical/tactical instruction. Practical training exercises are supplementary in scope and include operations and tactics, land navigation, and weapons training. Special topics including tactical bivouac techniques, individual tactical techniques, tactical foot march techniques, squad tactics, and small unit patrolling are covered. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 304 - Officership II 3 semester hours

Prerequisite: MY 303 Officership I.A continuing development of the processes that distinguish commissioned military service from other professional endeavor. The main emphasis of this class is the preparation of cadets for the six-week advance camp they normally attend at the end of the junior year. Here their capability to conceptualize, innovate, synthesize information, and make sound decisions while under stress are evaluated. Includes advanced leadership laboratory, enhanced physical training and practical field training exercises.

MYL 304 - Leadership II Laboratory 0 semester hour

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training continues development of intermediate leader and critical skills in preparation for Advanced Camp. Practical training exercises focus on soldier-team development at squad/patrol level. Training is supplementary and includes tactics, land navigation, and weapons subjects.

MY 403 - Advanced Military Leadership I 3 semester hours

Prerequisites: MY 303, Officership I and MY 304, Officership II. A study of military professionalism with emphasis on command and staff relationships, organizational functions and duties of various staff officers that assist in the leadership of the organization. A study of personnel and logistical systems and the role they play in helping the organization optimize operations and improve life in the Army community. Training in staff briefings is used as an introduction to military procedures.

MYL 403 - Advanced Military Leadership I Laboratory 0 semester hour

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training culminates the leader development process at the pre-commissioning level. Training is supplementary and includes operations and tactics, land navigation, and radio wire communication subjects.

Students perform as subject matter experts and are responsible for conducting and evaluating training. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

MY 404 - Advanced Military Leadership II 3 semester hours

Prerequisites: MY 303, Officership I and MY 304, Officership II. A study of ethics and professionalism in the military and the role they play in carrying out the defense policy of the United States. The fundamentals of military law, its impact on the American military society and its place in the jurisdictional system. A history of the military court martial as it relates to the jurisdictional process of American society. A study of the law and warfare and its relationship to the conduct of soldiers in combat. Includes lecture, laboratory, and physical readiness training.

MYL 404 - Advanced Military Leadership II Laboratory 0 semester hour

Leadership laboratory with emphasis on military leadership and small unit tactics. Students develop leadership abilities through hands-on practical experiences. Training culminates development of leader skills emphasizing the transition from cadet to second lieutenant. Expands the frame of reference and gradually shifts it to orient on future assignments as an officer. Training is supplementary and includes operations and tactics, land navigation, and radio wire communication subjects. Students perform as subject matter experts and are responsible for conducting and evaluating training. The Army Physical Fitness Test (APFT) is administered to assess the state of physical development.

The School of Education offers a degree leading to the Bachelor of Arts in Social Studies Education. The major is offered in cooperation with the School of Social Sciences.

SCHOOL OF PROFESSIONAL STUDIES

The School of Professional Studies program seeks to serve the University by providing educational services to the traditional, non-traditional and adult learner matriculating student. The program provides the means by which the University enriches, expands, and extends its primary missions of teaching, research and community service.

Our school purposely seeks adult and non-traditional learners at specific areas throughout the State of Florida to provide career oriented degree and non-degree programs. Outreach programs have been designed to meet the educational, social and cultural needs of adult learners.

THE SCHOOL OF PROFESSIONAL STUDIES MISSON

The Professional Studies program at Bethune-Cookman University seeks to educate and prepare non-traditional, professionals and educators to investigate and solve domestic and global issues and provide continuous higher learning opportunities for adults who want to begin or advance in careers, enhance lifelong learning, and keep pace with the growing complexities of today's world.

THE SCHOOL OF PROFESSIONAL STUDIES VISION

The vision of the School of Professional Studies is based on the premises that all persons throughout their lifetime, should be provided with the opportunity to gain knowledge, develop their creative potential, and become a more productive citizens that seek to serve the total University by providing educational services to the nontraditional matriculating student. The purpose of the school is to extend the resources of the University to a wide range of individuals, special interest groups, and targeted audiences not otherwise served by on-going programs, certification and training. Programs within the school are specifically directed toward those individuals who are working adults who need a non-traditional course schedule at off campus locations and/or in weekend/evening courses on-campus.

THE SCHOOL OF PROFESSIONAL STUDIES GOALS

- **Goal 1:** To meet the educational needs of learners through creative and nontraditional systems, the School of Professional Studies commits to intentionally define, explain, and predict excellence in higher education for traditional and non-traditional students by offering certificates, training, evening and weekend courses.

- **Goal 2:** Seeks further to develop learners through high levels of involvement with content, faculty, and immediate application while focusing on Christian values and ethics to provide direction, purpose, and evaluation of personal and professional life action.

- **Goal 3:** Be responsive to the needs of the area and strives to offer programs and services which support a diverse target audience including business and industry, educational and government agencies, professional groups and associations, and the general community.

- **Goal 4**: Provide strong academic programs at the professional studies Miller Center for students in the teach-out program that meet the needs of these adult learners. Maintain continuous programmatic review in order to better meet the educational needs of the students.

- **Goal 5:** Improve academic and career advising to enhance the educational choices of the adult learner. Maintain a student service orientation through "one stop shop" administrative processes.

- **Goal 6:** Provide a variety of course delivery systems, e.g. evening, online, and weekend classes, at the sites to meet the various learning styles and personal/family needs of the adult learners.
- **Goal 7:** Maintain partnerships with other educational providers to enhance educational opportunities for students while practicing economies of scale. Explore ways to support community requests for non-credit programming as feasible when related to the mission.

- **Goal 8:** Establish a model outcomes assessment plan to include assessment of students, courses, programs, advisement, and the department and provide direction, encouragement, support, and recognition for the scholarly growth of faculty.

THE SCHOOL OF PROFESSIONAL STUDIES OBJECTIVES

The School of Professional Studies focuses on programs and classes taught by professionals committed to quality education and a depth of learning who work full-time within their individual fields of expertise. The courses, programs, activities and events within the School of Professional Studies provide opportunities for students to:

- Value learning as a life-long process and advance the acquisition of knowledge and abilities that enhance a successful personal and professional future and impart a sense of ethics, social responsibility, and community service.

- Establish a foundation in professional or liberal studies by creating a student oriented learning environment with opportunities for student faculty interaction.

- Analyze, evaluate, synthesize, and present information cogently; and to make informed, intelligent decisions that enhance interpersonal relationships and communication skills.

- Acknowledge the importance of technology and how technology impacts opportunities for employment, leadership and management roles.

- Work closely with administrative and/or faculty through the advisement process to select or position courses in the development of their major.

PROGRAM STUDENT LEARNING OUTCOMES (PSLO)

Following the completion of a major in liberal studies students will:

PSLO 1. Apply critical thinking skills to reflect, analyze, and evaluate information and experiences using discipline-specific theories, terminology, and paradigms as measured in discipline-specific exit exams, senior papers, projects, and/or portfolios at an acceptable level on a rubric.

PSLO 2. Demonstrate practical knowledge and competency in one or more of the following disciplines: Professional Studies, Liberal Studies as measured through discipline-specific exit exams, senior papers, projects and/or portfolios at an acceptable level on a rubric.

PSLO 3. Communicate clearly, concisely and correctly in written and spoken English in order to write and orally present an academic paper or project using appropriate electronic and non-electronic research strategies.

PSLO 4. Demonstrate civic engagement, productive teamwork, and personal responsibility as measured through discipline-related experiences at an acceptable level on a rubric (LS 499).

PSLO 5. Demonstrate a passion for lifelong learning and growth by entrance into a wide range of careers, graduate programs, or professional schools to be shown by job entries and graduate school admissions.

PSLO 6. Understand the value of team work in accomplishing shared goals and outcomes along with an acceptable level of community engagement, community service and philanthropy.

Bachelor of Liberal Studies

- Liberal Studies is an exciting and rigorously challenging interdisciplinary program that provides students with a unique opportunity to study and integrate concepts from the humanities and arts, the natural sciences, and the social sciences.

- This is an institution-wide degree leading to a Bachelor of Arts. Options include traditional, transfer (2+2) and lifelong learner.
- This major explores the methods, underlying assumptions, and forms of interaction within and between these disciplines. The capacity for critical thinking, comprehensive academic background, and communications skills that our majors develop provide them with the self-confidence that comes from being culturally sensitive, intellectually independent, creative, and well-rounded persons.

The Liberal Studies degree requires 120 credit hours to include the following:

39 hrs. General Education requirements
3 hrs. Computer Literacy
60 hrs. from 4 Academic Schools (School of Arts & Humanities (15),
School of Business(15), School of Education(15), and School of Social Sciences (15)
3 hrs. Senior Seminar
15 hrs. Free Electives
LS 499 – Senior Seminar

The Liberal Studies Senior Seminar course provides the student with the opportunity to complete an applied research paper in their field of interest. In addition, this course provides opportunities to build communication, decision making, interpersonal, and life-long learning skills within a real world context.

Professional Studies Program

- The Professional Studies program at Bethune-Cookman University is based on the premise that all persons throughout their lifetime should have access to and be provided with the opportunity to gain knowledge, develop skills and enhance their creative potential in order to become more productive citizens.

- The purpose of the Professional Studies program is and has been to continue providing the opportunity for educational services to special interest groups and targeted audiences not otherwise served by the on-campus programs.
- The Professional Studies program is designed to serve the educational needs of the nontraditional adult learner. The program provides outreach services throughout the State of Florida based on the belief that all careers demand organized training and development to support local community needs while minimizing the disruption of the learner's life.

Professional Studies Program admission requirements

- High school diploma or score of 223 on the GED examination
- Age 24 or above

- Employed or parent, or
- Live outside a 50 mile radius of Daytona Beach
- AA graduates from DBC are exempt from age and mile radius requirement.
- Applicants must submit official copies of transcript(s) of all college work attempted.

Restriction on previously earned credits

There is a 10-year restriction on accepting previously earned credits. Courses/credits earned at Bethune-Cookman University and from other regionally accredited colleges and universities will be evaluated by the appropriate department on an individual basis.

Lifelong learning

Lifelong learning focuses on opportunities for adults who seek to continue the learning process by pursuing a Bachelor's degree to enhance their role in their community and beyond along with professional transition and advancement. Lifelong learning also focuses on the nontraditional student and seeks to enhance the university experience by providing programs and services specifically designed for students returning to college or starting college later in life.

Transfer Student - 2+2 Junior Level option

The Transfer Student - 2+2 Junior Level option is available for students who have completed 60 or more transferable semester units of college credit in prerequisite and general education courses. The 2+2 format is designed to meet the educational needs of these students by allowing them to continue part-time or full-time employment. Classes are taught by the same faculty that students find in our traditional classroom settings. This option does not imply or guarantee that a student will be able to complete all requirements in four years.

2012-2013 **School of Professional Studies**

Bethune-Cookman University

Liberal Studies: Total Semester Hours=120

Freshman Year

First Semester				Second Semester		
CA 110	**Freshman Seminar I**	**1**	**CA 111**	**Freshman Seminar II**	**1**
EN 131	**College English I**	**3**	**EN 132**	**College English II**	**3**
MAT 131	**Math for Liberal Arts**	**3**	**MAT 132**	**College Math**	**3**
HI 130	**African American History**	**3**	**RP ____**	**RP Elective (200-300 Level)**	**3**
ML 131	**Modern Language**	**3**	____ ____	Free Elective (200+ Level)	3
CS 132	Computer Application or	3	**BI 131**	**General Biology I**	**3**
SS 150	Intro to Computer Apps.		**BIL 131**	**General Biology I Lab**	**0**
			PE 111	**Physical Ed. Activity***	**1**
	Total	**16**		**Total**	**17**

Sophomore Year

First Semester				Second Semester	
HU 231-233	**Humanities****	**3**	____ ____	Arts & Humanities	3
PH 230	Physical Science	**3**	____ ____	Education	3
SC 230	**Intro/Oral Communication**	**3**	____ ____	Social Science	3
RE 260	**College Reading**	**3**	____ ____	Business	3
____ ____	Free Elective (200+ Level)	3	____ ____	Free Elective (200+ Level)	3
	See Testing for CAPP Exam				
	Total	**15**		**Total**	**15**

Junior Year

First Semester				Second Semester	
____ ____	Arts & Humanities	3	____ ____	Arts & Humanities	3
____ ____	Education	3	____ ____	Education	3
____ ____	Social Science	3	____ ____	Social Science	3
____ ____	Business	3	____ ____	Business	3
____ ____	Free Elective (300 - 400 Level)	3	____ ____	Free Elective (300 - 400 Level)	3
	Total	**15**		**Total**	**15**

Senior Year

First Semester				Second Semester	
____ ____	Free Elective (200+ Level)	3	LS 499	Senior Seminar	3
____ ____	Free Elective (200+ Level)	3	____ ____	300 - 400 Level Course	3
____ ____	300 - 400 Level Course	3	____ ____	300 - 400 Level Course	3
____ ____	300 - 400 Level Course	3	____ ____	300 - 400 Level Course	3
____ ____	300 - 400 Level Course	3			
	Total	**15**		**Total**	**12**

General Education Courses are in Bold.
All students MUST see a Student Success Coach to review the details of the vertical curriculum and prerequisite requirements.
MARCHING BAND MEMBERS ONLY, MUST substitute PE Activity with MUB 110 Marching Band. MAY Substitute TAB 103 Dance Seminar for PE Activity
ATHLETES ONLY will substitute PE Activity with PEC 111 Body Conditioning
ROTC MEMBERS ONLY, substitute PE Activity with MY 104 Basic Military Science and MYL 104 Basic Military Science Lab. (ROTC)
*** Choose ONE from HU 231 Ancient to Medieval Humanities, HU 232 Renaissance to early Romantic Era Humanities, or HU 233 Romanticism to Contemporary Humanities***

ALUMNI RELATIONS

Recognizing that the success of Bethune-Cookman University is directly related to the commitment and enthusiasm of its graduates, the Office of Alumni Relations helps B-CU graduates stay connected to their classmates and the University.

Alumni Relations coordinates class reunions and alumni activities during Homecoming, the Florida Classic, Commencement, and other special events. The Office of Alumni Relations also communicates important campus news to alumni and maintains a database of all B-CU graduates which can be updated through the B-CU website. Additionally, the Office of Alumni Relations encourages all alumni to support B-CU through participation in fundraising efforts. Alumni played a key role in raising funds for the future Larry R. Handfield Athletic Training Center and the Arena Major Gifts Initiative.

There are a number of opportunities for B-CU graduates to take an active role in alumni affairs which are coordinated through the Office of Alumni Relations. These include becoming class agents, mentors or volunteer recruiters.

Current students are encouraged to participate in the Pre-Alumni Council, an undergraduate networking unit of the National Alumni Council of the United Negro College Fund. The major purposes of the Pre-Alumni Council are to expose undergraduates to the role alumni play in sustaining the mission of the University, to train students in basic fundraising techniques, and to provide opportunities to experience fundraising activities that support B-CU. Each year, a Miss UNCF is selected to represent the university at the annual conference of the National Pre-Alumni Council and National Alumni Council of the United Negro College Fund.

The director of alumni relations serves as the University's liaison with the B-CU National Alumni Association, an independent 501c3 organization that plays an important role by supporting the mission of the University and strengthening the bonds alumni have with each other and the institution. Through fundraising initiatives like the Life Membership Campaign, the annual Ms. Alumni Contest, and targeted efforts to increase alumni contributions, the National Alumni Association (NAA) helps meet the needs of today's students. The NAA also helps to find future B-CU students through a variety of recruiting efforts at the local chapter level.

For more information contact:

Dr. Curtis Proctor, Director of Development
386-481-2975
proctorc@cookman.edu

Mr. A. Ray Brinson, National Alumni Association President
904-996-7122
araybrinson@msn.com

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Rev. Annette Pendergrass
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Florida United Methodist Church
Gainesville, FL

Mr. Joe Petrock
Executive Director
HH Foundation/Government Relations
Halifax Health
Daytona Beach, FL

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